

Role Description

Role Title:	TASS Talented Athlete Lifestyle Support ('TALS') Tutor/Assessor
Employment Status:	12month fixed term contract – Full time
Salary:	Competitive
Office Base:	Course delivery will be at an education site (throughout England); course preparation and desk-based assessment may be home-based or at the TASS national office in Newcastle
Responsible to:	Head of TASS TALS Centre

Role Summary: The primary responsibility for this role is to deliver the 1st4sport Level 3 Talented Athlete Lifestyle Support (TALS) qualification to current/prospective adult practitioners working in the area of lifestyle/personal development support to athletes/players. The role shall involve both tutoring and assessing learners and delivery shall be done through various education sites, which may therefore require extensive travel throughout England and, potentially, some international travel. The role will also support TASS TALS Centre operations and other projects.

Key Responsibilities, Main Tasks and Activities:

1. Preparing tutor delivery of the TALS qualification, including review, design or editing of existing or new teaching programmes, schedules, lesson plans, teaching resources and/or learner activities, as appropriate;
2. Delivering face-to-face teaching (tailored to learners) for TALS and other similar courses (e.g. TASTE) in accordance with TASS/awarding body procedures and the agreed teaching programme, resources and activities;
3. Provision of appropriate guidance and feedback on learner progress and learning tasks to help prepare learners for assessment;
4. Completing dynamic risk assessments and learner orientation prior to delivery of each TALS course, making any reasonable adjustments to ensure safe and equitable delivery to all learners;
5. Assessing (or re-assessing) learners undertaking TALS, including review, marking and providing feedback to learners for written tasks, observing live/recorded assessed meetings and undertaking viva/professional discussion in accordance with TASS procedures and individual assessment plans;
6. Participating in promotion of the TALS qualification and contributing to the review and evaluation of TALS tutor delivery, assessment methods/strategy, and TASS policies/processes used to manage TALS delivery; and
7. Ad-hoc, short-term delivery of one-to-one lifestyle support sessions and monitoring engagement/wellbeing of identified TASS athletes where there is a service gap, and fulfilling other projects/delivery as necessary.

This job description is not to be regarded as exclusive or exhaustive. It is intended as an outline indication of the areas of activity and will be amended in the light of the changing needs of the organisation.

Required Skills and Experience - the candidate must hold:

- The 1st4sport L3 TALS qualification
- A recognised teaching/tutoring qualification (e.g. PGCE, CTS, CTLLS, DTLLS, PGCAP)
- A recognised assessing qualification (if not incorporated within teaching qualification) (e.g. IAPS, L3CAVAQ)
- Extensive experience of delivering educational content to adult learners from a range of backgrounds

- Extensive experience of assessing educational content (e.g. FE/HE level or UKCC qualifications)
- Extensive experience of working with national or international athletes in a lifestyle support/PDM role
- Recent CPD in the area of supporting the lifestyle/personal development of performance/professional athletes
- Excellent communication skills, enthusiasm and the ability to adapt teaching styles as appropriate.

How to apply: Please send your CV, a letter outlining your skills and experience, and copies of your TALS, teaching and assessing qualification certificates to opportunities@tass.gov.uk

Closing date: 1st February 2019