

**Employer:** JET Jobs Education & Training

**Vacancy:** ESOL Class Assistant

**Hours:** 30hrs per week

**Salary:** £11.44 per hour – Meets Min National Wage

**Working pattern:** Monday to Friday between 9am and 5pm

**Number of vacancies:** 1

**Job Summary**

JET are offering ESOL classes through various projects and are looking for a dedicated classroom assistant to join their team.

**The role:**

- Provide one-to-one support to students in the classroom
- Monitor and report on the progress of the learner and their milestones in their learning
- Work closely with the ESOL team to make sure that the quality of lessons remains high
- Produce lesson plans based on the material on the ESOL syllabus for each of the classes
- Take part in any relevant training to improve their skills

**Essential skills, experience and qualifications**

What do we expect to see from you?

This is a starting role, so we don't need qualifications or experience... that's what we're here for. But there are a few key behaviours and skills we want to see from our candidates; and these are ones that if you possess and can demonstrate; you will make this work placement a real success!

- A commitment to own learning and development and ready to complete the training on offer
- Ability to work well as part of a small team
- Ability to demonstrate customer care and to be polite and courteous
- Able to follow instructions and health and safety guidelines
- Good communication skills