

PERSON SPECIFICATION

Details on the qualifications, experience, skills, knowledge and abilities that are needed to fulfil this role are set out below.

Job Title: Languages for All tutor in Mandarin

Department: Languages, Literatures and Cultures

	Essential	Desirable	Tested by (Application form, Interview, Test)
Knowledge, Education, Qualifications and Training			
A first degree or equivalent qualification	x		Application form
A teaching qualification	x		Application form
A Master's degree in a relevant applied field		x	Application form
Membership of relevant professional networks		x	Application form
Skills and/or Abilities			
A native or near-native speaker of the language to be taught	x		Application form/Interview
ability to develop lesson plans for language session	x		Application form/Interview
Ability to create and develop appropriate course materials	x		Application form/Interview
Effective communication skills in English, both written and verbal	x		Application form/Interview
Confident use of MS Office, internet and email	x		Application form/Interview
Experience of and commitment to using digitally based, VLE and multimedia materials in language teaching and learning		x	Application form/Interview
Excellent organisational skills, including punctuality	x		Application form/Interview
Ability to prioritise own workload and work accurately to strict deadlines		x	Application form/Interview
Experience			
Experience of teaching in higher education		x	Application form