

ESOL and Learning Coordinator

37 Hours per week

Brushstrokes, Smethwick

SCP 27-29, £26,333.00 - £28,253.00

Do you have a passion and commitment to working for a charitable organisation.

Brushstrokes is an award-winning project in partnership with Father Hudson's Care, The Infant Jesus Sisters and the parish of St Philip Neri, Smethwick. The project is well established with a proven track record in supporting refugees, asylum seekers and migrants in Sandwell and surrounding areas.

We require an ESOL and Learning Coordinator to lead and coordinate our ESOL and learning programme at Brushstrokes. The post has responsibility for developing the course programme, maintaining ESOL accreditation, coordinating timetables, managing the small ESOL staff team and volunteers, as well as some direct delivery of learning to students.

With experience of teaching and delivering ESOL from foundation to entry 3 you will have experience of arranging training, group activities and courses and a good understanding of the client group. The successful candidate will have good assessment, planning and organising skills, be able to produce accurate reports to deadlines and have excellent communication skills including group work.

You will have the ability to work with people from differing social and cultural backgrounds, be flexible and committed to our ethos of welcoming the stranger.

We are looking for some flexibility to undertake evening and weekend work.

Father Hudson's Care is a committed employer that proactively pursues our ambitions for equality, diversity and inclusion in all that we do, building on our core values.

As a reward for your dedication to our services we offer the following:-

Benefits:-

- Enhanced disclosure from the Disclosure & Barring Service funded by the Society.
- Supported and bespoke full induction programme
- Enhanced Society Sick Pay and Statutory Sick Pay upon qualifying period
- Enhanced Annual Leave entitlements
- Group Company Pension Scheme upon qualifying period
- Access to our Employee Assistance Programme offering confidential support on

- personal and professional matters
- Refer a friend scheme
- Employee suggestion scheme accessible via intranet
- On line Payslips
- Excellent free on line and face to face training to help develop and enhance your skills
- Investing in our employees enhancing developmental opportunities
- Long Service Awards

If you are interested in this role, please visit:- www.fatherhudsons.org.uk to download a recruitment pack or contact Sue Smith (HR Support) to request an application form by email: SueSmith@fatherhudsons.org.uk or alternatively via telephone on 01675 434000 quoting post reference number P1514.

Applications need to be submitted by the end of Thursday 3rd February 2022 and interviews will be held on Friday 11th February 2022

We do reserve the right to close this advertisement early if we receive sufficient suitable applications.