

Job Title	Self-employed ESOL Tutor (Sessional)
Location	Luton, Central Bedfordshire
Department	NOAH Training and development
Main Contact	Head of Training and Development
Scope of Role	• Teaching & Learning • Deliver engaging ESOL sessions in community venues. • Support learners to develop speaking, listening, reading and writing skills. • Adapt teaching approaches to meet individual learner needs. • Create a positive and welcoming learning environment. • Learner Support • Support learners to achieve their personal learning goals. • Help learners develop skills that increase confidence, independence and financial resilience. • Monitor learner progress and complete required learner records. • Partnership Working • Liaise with the NOAH Training and Development team as required to support programme delivery. • Participate in tutor meetings and training when required. • Contribute ideas to improve learner engagement and outcomes.

Key Deliverables	• Deliver high-quality ESOL provision that meets learner needs. • Support learners to improve their English language skills and confidence. • Help reduce social isolation and increase community participation. • Achieve positive learner outcomes and progression into further learning, volunteering or employment. • Maintain accurate learner records and course documentation. • Sessional Working Arrangements
Key Attributes Essential	• Teaching qualification or relevant teaching experience. • ESOL Qualification • Experience delivering English to adults. • Strong communication and interpersonal skills. • Ability to engage and motivate learners with varying levels of confidence and ability. • Commitment to inclusion and supporting disadvantaged learners. • Understanding of safeguarding responsibilities.
Good to Have	• Experience delivering community learning programmes. • Experience embedding financial wellbeing or employability skills into learning. • Experience working with learners facing barriers to education or employment

NOAH policies and equal opportunities	The role will be carried out in accordance with the policies and procedures of NOAH Enterprise, including the Equal Opportunities policy.
Values and ethos	NOAH Values, Ethos & Ways of Working We are looking for people who share our values of Care, Compassion and Commitment. Treat all learners with dignity, kindness and respect. Create safe, welcoming and inclusive learning environments. Support people without judgement and recognise the challenges some learners may face. Be flexible, collaborative and committed to helping learners succeed. Demonstrate a genuine desire to make a positive difference in the communities we serve. Safeguarding NOAH is committed to safeguarding the welfare of children, young people and vulnerable adults. We expect all employees, volunteers and self-employed contractors who work with us to share and uphold this commitment. Equality, Diversity & Inclusion (EDI) We are resolutely committed to building diverse and representative teams, from attracting, and recruitment and retaining women, people from ethnic minority groups, disabled people and those with lived experience of our core business, homelessness, to making sure everyone can bring their whole selves to work and be at their best. We support each other and work together to make sure we are successful.

This is a self-employed sessional role.

Work will be offered in line with funded programmes and learner demand. As a charity, much of our community learning provision relies on external funding and contracts, therefore the volume of work available may vary throughout the year. There is no obligation on NOAH to offer work, nor on the contractor to accept assignments offered.

Delivery generally follows the academic calendar, with opportunities arising throughout the year as projects are funded and learners are recruited.

Contractor Status

The successful applicant will operate as a self-employed contractor and will be responsible for their own tax, National Insurance contributions, insurance arrangements and professional registrations where applicable. Nothing in this agreement shall create an employment relationship between NOAH and the contractor.