



Role: Level 3 Digital Marketer Tutor

Established in 1999, Ignite Sport UK's primary aim is to inspire people with sport, activity, and wellbeing, and to help create a sense of achievement for participants of all ages, backgrounds, and abilities. Based in Oxford and operating nationally, we provide a portfolio of training and services to individuals, schools and the sports industry.

A registered training provider for sport & education qualifications, working in further education, apprenticeships, and adult education. We are listed on the register of apprenticeship training providers (RoATP) and hold a direct levy contract with the ESFA. We use a blended learning approach with a combination of on-the-job training, face-to-face training, and online e-portfolios.

The Level 3 Digital Marketer Tutor will be responsible for the planning, delivery and development of our Level 3 Digital Marketer Apprenticeship learners.

This is an exciting role to provide high quality training, advice, guidance and support to develop knowledge against the specific requirements of the apprenticeship standard. Whilst also providing effective inspiration, coaching and mentoring of relevant skills to both the apprenticeship standard and the individuals job role; in order to support the learners to successfully pass their apprenticeships through the EPA process and have an increased confidence and opportunity for career progression within their field.

Main Duties:

- Deliver work-based online and face to face group and one to one delivery of Level 3 Digital Marketing apprenticeship.
- Maintain a caseload of initially 10 learners rising to 30 over time.
- Regular face to face visits and workshops as part of our blended teaching approach
- Complete the effective induction and enrolment of learners, to ensure that both the learner and employer are fully committed to the apprenticeship
- Motivate, energise and inspire learners throughout the programme
- Develop and roll out an effective and engaging learning model
- Contribute to on-going development of schemes of work and curriculum plans
- Maintain a high standard of training and assessment and ensure performance targets are achieved
- Effective interpretation of a range of initial assessment and diagnostic tools, to effectively plan the required support for learners undertaking Maths and English
- Coach, guide and encourage learners to give them the necessary skills, motivation and knowledge to progress and achieve
- Offer Information, Advice and Guidance to learners throughout their programme
- Monitor and feedback on learners' portfolios of show case evidence

- Facilitate effective timely reviews with learners, to ensure effective monitoring of progress to ensure timely achievements
- Ensure effective completion of all compliance paperwork
- Complete appropriate reports as set and requested by the Head of Education to report on qualification progress tracking and any other related information
- Work to, and achieve individual and company targets set key performance indicators
- Keep up to date records of all training and learning activities, using the relevant e- portfolio system
- Respond to requests for data by both the MIS Manager and their team and employers in a timely manner
- Attend regular standardisation and tutor team meetings (Once monthly)

Essential Qualifications:

- Recognised Teaching qualification PGCE, PTLLS, DTLLS or equivalent
- Assessors' qualification
- Level 2 qualifications in English and Mathematics
- Minimum of 2 years' experience delivering apprenticeships
- Experience of delivering in digital marketing strategies, SEO, SEM, Affiliate marketing, PCP amongst others
- Demonstrable vocational experience in Digital Marketing
- Formal qualification in Digital Marketing (or working towards)
- A full driving licence and access to a vehicle with the ability to travel.

We operate a strict pre-vetting policy. Candidates will also undergo a staff suitability process including an Enhanced DBS check.

Salary & benefits:

Part time (16 hours pw)

Remote delivery model

£32,000 (pro-rata)

Immediate start available

25 days holiday (pro-rata) + bank holidays

Childcare voucher tax saving scheme (to help towards the cost of childcare)

Pension with employer contribution

Employee recognition

Free childcare at Ignite Holiday Camp Settings

On-site parking at head office

Annual employee wellbeing grant

To apply – Send a copy of your CV to b.sear@ignitesportuk.com along with a short video introducing yourself and why you should be considered for this role.

Application deadline: Friday 18th February.