



## COVER SUPERVISOR

### **Cover Supervisor's needed**

We can Offer cover as little as day to day to long term employment for example maternity or sickness cover.

Greater Manchester Area.

Cover supervisors must have a degree and relevant classroom experience.

Essential Education supply qualified Primary & Secondary teachers, cover supervisors and Teaching Assistants to schools in the Manchester area.

Duties may include:

- Provide cover for morning registration
- Deliver lessons where the normal cover has been left, to a high standard with limited preparation time and on occasion at short notice
- Manage the behaviour of students effectively, putting an end to any unacceptable behaviour before it escalates
- Provide students with a positive learning environment so as to aid student progress
- Deal with any issues, whether behavioural or otherwise, in the appropriate manner

### **What can Essential offer me?**

At Essential we pride ourselves on the standard of Cover Supervisor that we place into schools. The knowledge and expertise that you can provide in schools is invaluable. Our main priority is therefore that you are happy with our service. To achieve that we operate in the following manner:

- As soon as we hear from you one of our consultants will contact you for a brief telephone interview.
- You will then receive a 'signing-on' package. Once we receive this back from you your personal consultant will arrange a face-to-face interview with a view to gaining more information to assist us in placing you in a school that meets your requirements.
- Once you are in employment your consultant will make checks with your and the school to make sure that you are comfortable in your job.

### **What checks do Essential make before I am placed in employment?**

Essential, as a member of the Recruitment and Employment Confederation, must make the checks below before it can place you into a school.

- A face-to-face interview. A chance for you to discuss all aspects of Cover and TA work and tell us how Essential will benefit from your expertise.
- Proof of Qualifications (Certificates)
  
- We will need to see some forms of identification with proofs of address. These could include a passport or driving licence with a utility bill showing your name and address.
- Complete a disclosure form that allows us to undertake a police check on you
  
- Complete a check with the Protection of Children Act List
- Complete a List 99 check.
- If you are an overseas teacher you must have evidence of the equivalent check in your country.
  
- Provide us with the names and addresses of your two most recent teaching referees. You must include the addresses of the schools concerned.
  
- Complete a medical questionnaire.

In return we can offer \*great rates of pay \*Valuable experience on your CV \*Long term work and flexible working hours \*Friendly service from our recruitment consultants. If you are interested in this position and meet the above criteria then please forward your CV today.

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