

# Literacy Leader for DEAR – Job Specification

## Main responsibilities

- To attend training on how to be an effective literacy leader for DEAR
- To work weekly with a tutor and groups of readers in DEAR

## Job description

- ✓ To meet with the form tutor to plan each week's guided reading for DEAR
- ✓ To agree a role or roles that you can carry out to support reading in DEAR
- ✓ To report any issues or concerns that you have to the tutor
- ✓ To make positive suggestions to the tutor about supporting readers in DEAR

## Person specification

- To have excellent communication skills, both face-to-face and by email
- To have a very positive attitude to reading and learning
- To have a reading age in line with or above your chronological age and a high attitude to reading
- To have empathy for students who need support with reading
- To have the ability to explain the important value of reading to school and life
- To be a positive role model in terms of punctuality, organisation, reliability and behaviour

## Initiative and extra dedication

- Suggesting alternative ways of working to support the class
- Providing solutions to issues independently
- Producing additional resources outside of DEAR time to support readers
- Leading whole class, or small group activities

*Bronze*

Meet requirements

*Silver*

Demonstrate initiative

*Gold*

Demonstrate dedication by going beyond

## Appraisal

Your performance will be evaluated twice a year by meeting with the member of staff in charge of the leadership programme and the tutor you are working with will submit a report on your performance and success rates in carrying out your responsibilities and job roles.