

# Freelance Primary Trainer

## Role Summary

Pearson is looking for freelance educational trainers and consultants with extensive primary classroom teaching experience in maths and/or English/literacy. Candidates who can offer experience in raising attainment of struggling learners will also be of interest. Freelance trainers are required to deliver face to face courses to individual schools, or clusters of schools, using the materials produced by the Pearson Professional Development (PD) team. These materials include online resources, so confidence in using and showing software is essential.

## Responsibilities

### Preparation

- Attend in-house training sessions provided by Pearson to develop an in-depth understanding of our courses and materials
- Practice with resources to be fully confident and competent in their use
- Liaise directly with the customer prior to an event to confirm the training details
- You will be required to shadow an experienced trainer to build confidence and competence

### Delivery

- Ensure that all objectives are met within the training session
- Present information in a way that is suited to the customer and environment
- Answer all customer queries
- Promote Pearson products and other training events
- Manage own time and travel arrangements

### Feedback

- Complete and submit a summary feedback form for every session delivered
- Handle customer queries or complaints in a professional manner
- Evaluation of the training from delegates should be consistently good or excellent
- You will be observed by an experienced trainer for quality assurance

### Essential

- You have a first degree and qualified teacher status, for example B.Ed, BA (with QTS) BSc etc and/or PGCE
- You have a minimum of 3 years teaching experience in primary schools and/or you have a proven track record of working with primary schools and teachers in the UK as a consultant, trainer or advisor
- You have experience giving presentations and leading successful training events (preferably to teaching staff)
- You are ICT literate and confident using a variety of ICT packages to support classroom pedagogy and practice
- You have a full, clean driving licence

**Desirable**

- You have experience working as a trainer, advisor or consultant in primary education
- You have experience of leading maths and/or English in schools, or with the local authority

**Competencies**

- Excellent communication skills
- Organisation
- IT competency
- Customer Service
- Change management and flexibility
- Decision making and judgement