
Lecturer 1 (Student Progress and Development)

External Vacancy

Post Ref: 6025. Full Time, 37 hours per week. Fixed Term for 1 year. £23,050.75 to £25,899.32 (dependent on qualifications) per annum, pro rata.

Attractive benefits for this post include 48 days' annual leave per year plus bank holidays pro rata and the opportunity to join the Teacher's Pension Scheme.

The faculty of Engineering, Construction & Commercial are looking to appoint a Lecturer 1 (Student Progress and Development) in the curriculum area of Construction & Building Services.

This role has a focus upon student progress and development. The successful candidate will be an enthusiastic and innovative practitioner who can demonstrate outstanding teaching, learning & assessment in delivering an engaging Personal Development programme to Pre Entry and Level 1 students.

Excellent communication skills and the ability to motivate students are essential for this post to ensure high levels of student attendance, punctuality, retention, progress measures (including English and maths) and ultimately success, including progression to training, education or employment. This will involve working closely with course teams, parents and other support staff to ensure a positive experience for students and achievement of their personal learning and thereby achieve their personal learning goals. You will be responsible for the progress of a specific caseload of students, including all components of their programme of study.

Applicants should be able to demonstrate, in their personal statement, practical examples of how they fulfil the person specification.

Due to the nature of this post you will be required to undertake an Enhanced Disclosure Check.

To find out more about this great opportunity visit www.sunderlandcollege.ac.uk/vacancies alternatively email vacancies@sunderlandcollege.ac.uk or call 0191 511 6046 to request an application pack.

All applications must be received by 12 noon on Wednesday 15 August 2018

It is anticipated that interviews will take place during the week commencing 27 August 2018

We are working towards equal opportunities and welcome applications from all sections of the community. We are committed to PREVENT and safeguarding the welfare of children and vulnerable adults.

Job Description

(This is a description of the job as it is as present constituted. It may be necessary, from time to time, to update job descriptions to ensure that they relate to the job as then being performed. Therefore, management reserve the right to make changes to your job description, commensurate with your grade/level in the organisation, after consultation with you).

Post Title	Lecturer 1 (Student Progress and Development)
Post Reference:	6025
Reports to	Student Progress & Development Manager
Department	(Student Progress & Development) Construction & Building Services
Grade	21-25 (21-22 unqualified)
Contract	Fixed Term for 1 year
Location	City Campus

ROLE PURPOSE

- Delivery of Personal Development and assessment of student learning, including additional courses to support Student Progress and Development.
- Provision of support for student learning and progress.
- Maintenance of appropriate records and documentation.
- Maintenance of appropriate continuing professional development and general aspects of role.

KEY ACCOUNTABILITIES

- Prepare session plans and use shared resources to deliver to an identified Personal Development scheme of work.
- Deliver differentiated teaching, learning, assessment and support strategies to meet your learner needs.
- Provide coaching support to maximise student learning and personal development.
- Support students to progress to employment or further learning
- Facilitate work experience.
- Liaise with parents, employers and agencies as required.
- Liaise with curriculum delivery and support staff to support student learning and progress.
- Monitor student attendance, behaviour and progress and take appropriate action.
- Make effective use of independent learning technology (ILT) to enhance learning and support in and out of the classroom.
- Maintain appropriate student records and reports.
- Track student guided learning hours
- Track student progression/destinations
- Participate in the College's quality assurance and quality improvement processes.

- Participate in recruitment and marketing events, and parents' evenings.
- To have due regard and take appropriate responsibility for PREVENT and the safeguarding and promotion of the welfare of children and/or vulnerable adults.
- To uphold British Values, the college values and responsibilities with regard to equality and diversity.
- To understand and adhere to college Health and Safety policies and guidelines ensuring compliance with statutory legislation.
- Undertake such other duties as are reasonably allocated either permanently or from time to time.
- Work at any of the College sites on a temporary or indefinite basis.
- Maintain appropriate professional behaviours and attitudes.
- To understand and adhere to college Health and Safety policies and guidelines ensuring compliance with statutory legislation

Person Specification

Post Title: Lecturer 1 (Student Progress and Development) Post Ref: 6025

CRITERIA	ESSENTIAL REQUIREMENT	DESIRABLE REQUIREMENT
Skills/Knowledge/Aptitude Demonstrate the ability to prepare and deliver to an identified Personal Development scheme of work. Good understanding of teaching and learning strategies Excellent interpersonal skills Demonstrate successful achievement within teaching Demonstrate understanding of the need to share good practice Teaching incorporating ILT IT Skills Demonstrate successful outcomes in supporting students Excellent record keeping and organisational skills	✓ ✓ ✓ ✓ ✓ ✓ ✓ ✓ ✓	
Qualifications and Training Appropriate degree or equivalent/relevant vocational qualification Teacher qualification or commitment to work towards – minimum CTTLS Assessor Awards Up to date Continuous Professional Development Level 2 English & Maths qualification	✓ ✓ ✓ ✓ ✓	✓
Experience Appropriate Vocational/Academic/Tutorial experience Experience of additional learning support	✓ ✓	
Disposition Awareness of Safer working practices, safeguarding training Ability to work with a wide range of learners to motivate successful achievement	✓ ✓	

<p>Ability to deal successfully with challenging behaviour</p> <p>To have due regard and take appropriate responsibility for PREVENT and the safeguarding and promotion of the welfare of children and/or vulnerable adults.</p> <p>To uphold British Values, the college values and responsibilities with regard to equality and diversity.</p> <p>To understand and adhere to college Health and Safety policies and guidelines ensuring compliance with statutory legislation</p>	<p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p>	
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