

HARTLEPOOL COLLEGE OF FURTHER EDUCATION

APPOINTMENT OF LECTURER – BRICKWORK

FULL TIME, PERMANENT

Hartlepool College of Further Education seeks to appoint an enthusiastic and proactive lecturer who can offer teaching and curriculum development in Brickwork. The college was judged as being 'good' by Ofsted in March 2017 and now it turns its attention to becoming outstanding. This exciting opportunity offers an enthusiastic, ambitious and committed individual the chance to join this forward-looking college as it embraces change and strives to become an outstanding further education college.

Applicants should have relevant experience together with advanced professional qualifications. Applicants must possess or be willing to obtain a teaching qualification, and be prepared to work in a team.

Salary up to £33,516 per annum

For full details and application forms please go to www.hartlepoolfe.ac.uk/jobvacancies, or contact Human Resources on 01429 404026.

Completed application forms must be returned by **09:00 Monday 21 January 2019**.

Hartlepool College of Further Education is firmly committed to embedding and promoting a safeguarding culture, and adopts safer recruitment practices. Therefore all appointments will be subject to thorough pre-employment checks including an Enhanced Disclosure and Barring Service Check and references.

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Hartlepool College is a medium-sized institution with an annual enrolment of approximately 8000 students. The college is organised into seven academic delivery schools.

The Schools include:

- Construction and the Built Environment
- Engineering
- English and Mathematics
- Fabrication, Welding and Automotive Engineering
- Health, Care and Education
- Professional and Creative Studies
- Service Industries

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JOB DESCRIPTION

POST TITLE	-	Lecturer – Brickwork
REPORTING TO	-	Head of School
SALARY	-	Up to £33,516 per annum (pts 15-35)
HOURS	-	Full time
HOLIDAYS	-	47 plus Bank Holidays

THE SPECIFIC NATURE OF THE ROLE

The post-holder will be responsible and accountable for the delivery of good or better teaching, learning and assessment which results in outstanding outcomes for learners. The post-holder will contribute to a variety of subjects linked to brickwork at levels 1 to 3. The classes and workshop sessions taught by the successful candidate will be dependent on their specific skill set although the College would welcome candidates with experience in domestic and industrial environments. The role will also involve the tutorship of a student group and/or an internal qualification verifier role depending on relevant experience and qualifications.

The post-holder is expected to be an excellent team player and embrace the College's RESPECT values.

MAIN DUTIES AND RESPONSIBILITIES

- Prepare and deliver classes and workshops in line with industry standards and exemplary practice as highlighted in the College's Teaching, Learning & Assessment handbook
- Prepare and deliver courses for commercial clients
- Contribute to the College initial assessment activities to clearly identify learners' starting points
- Provide assessment and checking of learner work to agreed national standards including clear and robust feedback
- Monitor learner progress throughout the year providing useful, concise and supportive feedback on how to improve and achieve
- Be prepared to be a designated course tutor or qualification verifier depending on skills, experience and qualifications
- Work co-operatively as part of the School working towards creating a reputation for excellence
- Attend and contribute to team/School meetings as required
- Contribute to School and College student recruitment activities such as Open Days
- Embrace the College's RESPECT values and values associated with new ways of working
- Promote and implement the policies of the corporation to ensure the efficient operation of its business and the welfare and interests of its students and employees commensurate with the grade of the post

- Promote and be an excellent advocate of the college H.A.R.T.S values
- Carry out duties in a professional manner internally and externally whilst representing the school
- To perform such duties consistent with the position as may be required by the Principal from time to time.

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PERSON SPECIFICATION

POST TITLE - Lecturer – Brickwork

It is expected that the successful candidate will be able to meet the following criteria:

Criteria	Essential (E) or Desirable (D)	Where assessed
1 - Teaching qualification and QTLS, or willing to work towards within an agreed timescale	D	i
1a – In the absence of above, demonstrate the ability to prepare and deliver a short teaching session to students on an agreed subject	E	i, ii
2 – Membership of a teaching/lecturing professional body	D	i
3 –Advanced skills qualification such as NVQ 3, EAL Diploma L3 or C&G L3 in Brickwork or Trowel Occupations	E	i
4 – Assessor award	D	i
5 – Verifier award	D	i
6 - Demonstrable track record of delivering outstanding outcomes for learners especially in terms of success rates	D	i, iii
7 – Demonstrable record of working with apprentices, employer partners or commercial clients in attaining environment	D	i, iii
8 - Good IT skills to support both administration duties and to enhance teaching, learning and assessment practice	E	i, iii
9 - Strong organisational skills to manage diverse and conflicting priorities proactively	E	i, iii
10 - Exemplary oral and written communication skills	E	i, ii and iii

i – application form/letter (qualifications to be verified if successful)

ii – work-related activity

iii – interview

Approved _____ Principal

Head of School

Post Holder

Date

