

HARTLEPOOL COLLEGE OF FURTHER EDUCATION

An Equal Opportunities Employer

APPOINTMENT OF LECTURER – AUTOMOTIVE

Hartlepool College of Further Education seeks to appoint an enthusiastic and proactive Lecturer who can offer teaching and curriculum development in Automotive Engineering. This exciting opportunity offers an 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 to hrpayroll@hartlepoolfe.ac.uk no later than **09:00 on Friday 06 September 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 pre-employment checks including an Enhanced Disclosure and Barring Service Check and references.

HARTLEPOOL COLLEGE OF FURTHER EDUCATION

Hartlepool College is a medium sized institution with an annual enrolment of approximately 5500 students. The College operates with an Executive Committee of four and is organised into seven academic delivery schools.

The Schools are:

▪ 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 – Automotive
REPORTING TO	-	Head of School (Fabrication, Welding and Automotive)
SALARY	-	Up to £33,516 per annum
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 Automotive Engineering. 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 College's standards and the chosen curriculum
- Prepare and deliver teaching, learning and assessment that meets College's standards and responds to individual learner needs
- 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 programme tutor or qualification verifier depending on skills, experience and qualifications
- Work co-operatively as part of the Fabrication, Welding and Automotive 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
- 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 – Automotive

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	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 – Minimum Level 3 qualification in Automotive Engineering – Heavy and Light Goods Vehicle	E	i
3 – Assessor award	D	i
4 – Verifier award	D	i
5 - Demonstrable track record of delivering outstanding outcomes for learners especially in terms of success rates	D	i, iii
6 – Demonstrable record of working with apprentices, employer partners or commercial clients in attaining environment	D	i, iii
7 - Good IT skills to support both administration duties and to enhance teaching, learning and assessment practice	E	i, iii
8 - Strong organisational skills to manage diverse and conflicting priorities proactively	E	i, iii
9 - 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

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Head of School

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Post Holder

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Date
