

## Job Description

<b>Job Title</b>	<b>LECTURER IN ELECTRICAL INSTALLATIONS</b>
<b>Salary Range</b>	Lecturer Scale, Points 5 - 12 £26,683 - £35,547 per annum pro rata, plus £6,000 per annum pro rata Shortage Skills Allowance
<b>Programme Area</b>	Energy, Engineering & Construction
<b>Hours per Week</b>	22 hours per week
<b>Terms of Employment</b>	Permanent Full year Fractional Academic Contract
<b>Annual Leave Entitlement</b>	37* Days pro rata + Bank Holiday entitlement and College Closure Days
<b>Responsible to</b>	Programme Area Manager

\*2 days to be taken on identified dates during the Christmas closure period as notified on the College calendar

### **Job Purpose:**

- To provide high quality teaching and learning, specifically contributing to the programme area's expertise in Electrical Installations
- To support students in reaching their academic and personal goals leading to their positive progression.

### **Key Tasks / Responsibilities:**

1. A teaching commitment in line with College policy as agreed annually with the Programme Area Manager. You will plan and deliver teaching/learning programme using a flexible range of engaging strategies to promote learning, taking responsibility for the continual development of own teaching and related curriculum.
2. Develop learning resources/materials to meet individual learner needs, promote independent learning skills, devise appropriate assignments, tutorials and learning programmes and maintain records that support the learning experience.
3. Work within an agreed curriculum framework and to agreed targets/objectives, and contribute to extra curriculum development activities.
4. Assess student competence in College or in the workplace, including Internal Verification.
5. Undertake administrative tasks and complete returns as required by the Programme Area Manager.
6. Act as a course manager and/or course tutor as appropriate, supporting the successful implementation of study programmes and work experience placements.
7. Assist with recruitment, selection and enrolment, providing high quality information, advice and guidance to students.

8. Promote and support the positive behaviour of students.
9. Accompany and supervise students on educational and training visits if required.
10. Other duties commensurate with the grade of post as required.

**College Responsibilities:**

- Contribute to the quality improvement process;
- Work within health and safety guidelines and be aware of your responsibilities for health and safety;
- Adhere to College policies and procedures;
- Promote and safeguard the welfare of young persons and vulnerable adults;
- Value diversity and promote equality and diversity;
- Undertake professional development to ensure skills and qualifications are up to date;
- Participate in meetings and events as required.
- Work co-operatively with colleagues and show commitment to the College and its mission;
- Adhere to College Values: **Collaborative; Inclusive; Aspirational**

Disclosure & Barring Service: **This post is subject to an enhanced DBS criminal check.**

## Person Specification

Attributes	Essential	Desirable	Measured by
Experience	<ul style="list-style-type: none"> <li>• Current Electrical industry experience with a minimum 5 years' experience</li> <li>• In-depth knowledge of all types of electrical installations and containment systems</li> </ul>	<ul style="list-style-type: none"> <li>• Experience of delivering Electrical Installations programmes in Further or Higher Education</li> <li>• Giving initial Advice and Guidance</li> <li>• Achievement of graded observations at Good or Outstanding</li> <li>• Experience of delivering training within the industry to young people and apprentices.</li> </ul>	Application form and interview
Qualifications	<ul style="list-style-type: none"> <li>• <b>Either</b> teacher-qualified (Cert Ed/PGCE) <b>or</b> academic aptitude to undertake a L3 qualification in Education &amp; Training (evening class over 30 weeks)</li> <li>• Minimum L3 vocational qualifications in appropriate subject area</li> <li>• City and Guilds 2382 17<sup>th</sup> Edition or equivalent. <b>(18<sup>th</sup> Edition within a specified timescale)</b></li> <li>• GCSE Grade 4/C or above in Maths and English (or equivalent Level 2)*</li> <li>• Level 3 Training Assessment and Quality Assurance Award or equivalent <b>(or within specified timescale)</b></li> </ul>	<ul style="list-style-type: none"> <li>• Basic Skills qualification</li> <li>• Level 4 Training Assessment and Quality Assurance Award or equivalent</li> <li>• City &amp; Guilds 2391 or 2394/5 inspection and testing or equivalent</li> <li>• PAT Testing.</li> <li>• PV solar installation and testing</li> <li>• EV charge point qualification</li> </ul>	Application form, interview and assessment*
Skills / Abilities	<ul style="list-style-type: none"> <li>• The ability for sustained hard work</li> <li>• Computer literate</li> <li>• The ability to work within a team and as a course manager</li> <li>• Ability to network and make links within the community, including employers</li> </ul>	<ul style="list-style-type: none"> <li>• Understanding of Functional Skills.</li> <li>• Awareness of modern approaches to the delivery of all programmes</li> </ul>	Application form and interview
Personal	<ul style="list-style-type: none"> <li>• An understanding of the needs of students with learning difficulties or disabilities</li> <li>• A flexible approach and commitment to the achievement of excellence</li> <li>• Good interpersonal and communication skills</li> <li>• Suitability to work with young people and vulnerable adults</li> <li>• Maintain Continuing Professional Development in line with College guidelines</li> </ul>		Presentation and interview

\*You will be required to undertake a Literacy and/or Numeracy assessment at, or immediately after interview, if you do not have these qualifications or cannot provide the relevant certificates.



# Our Values



## Collaborative

### Agreed behaviours

- Work together to maximise opportunities
- Build strong and productive relationships
- Support each other to achieve shared goals
- Communicate in an honest and trustworthy manner
- Learn from each other



## Inclusive

### Agreed behaviours

- Listen and value the views of others, demonstrating mutual respect and empathy
- Create a welcoming, safe and supportive environment
- Promote a sense of community, belonging and pride in place
- Champion equality, diversity and opportunity for all



## Aspirational

### Agreed behaviours

- Lead by example, role modelling high standards
- Celebrate progress and achievement
- Take responsibility and be accountable
- Embrace new challenges confidently
- Continually strive to improve