

Job Description

Job Title	LECTURER IN ICT AND CYBER SECURITY
Salary Range	Lecturer Scale, Points 5-12 £26,683 - £35,547 per annum, plus £3,000 Shortage Skills Allowance
Programme Area	Apprenticeships
Hours per Week	37
Terms of Employment	Permanent Full year Academic Contract
Annual Leave Entitlement	37* Days + Bank Holiday and College Closure Days
Responsible to	Apprenticeships 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, and support learners in achieving their academic and personal goals leading to positive progression within their career.
- To support students in reaching their academic and personal goals leading to their positive progression.

Key Tasks / Responsibilities:

1. A teaching commitment broadly in line with College policy as agreed annually within the area of ICT and Cyber Security. You will plan and deliver teaching/learning programmes using a flexible range of engaging strategies to promote learning, taking responsibility for the continual development of own teaching and related curriculum.
2. Develop quality learning resources and materials to meet employer and individual learner needs, promote independent learning skills, devise appropriate assignments and learning programmes and maintain records that support the learning experience.
3. Assess student competence in College or in the workplace, including Internal Verification, assisting with the external moderation process when necessary.
4. Work within an agreed curriculum framework and to agreed targets/objectives, and plan curriculum development activities for the tailored learning and community provision.
5. Develop curriculum including apprenticeships within the ICT and Cyber Security sector.
6. Engage with employers to promote apprenticeship and develop employer-led provision.
7. Undertake administrative tasks and complete returns in a timely and accurate manner, as required.
8. Assist with recruitment, selection and enrolment, providing high quality information, advice and guidance to learners and employers.
9. 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"> Relevant teaching/training experience with evidence of high standard of teaching & learning delivery. Experience in ICT Network Management, systems and policies. Experience of delivering training for ICT and Cyber Security provision Experience in delivering apprenticeships including knowledge of ESFA funding and processes. 	<ul style="list-style-type: none"> Recent experience in a relevant vocational area Providing advice and guidance to students Teaching at level 5 and above 	Application form and interview
Qualifications	<ul style="list-style-type: none"> Degree or vocational qualifications in appropriate subject area PGCE / Certificate in Education or relevant teaching qualification or willingness to study. GCSE Grade 4/C or above in Maths and English (or equivalent level 2)* Cyber Security relevant qualification ICT relevant qualifications 	<ul style="list-style-type: none"> TAQA Award level 3 	Application form, interview and assessment*
Skills / Abilities	<ul style="list-style-type: none"> Awareness of modern approaches to the delivery of apprenticeships and other qualifications. The ability for sustained hard work The ability to work within a team and as a course manager Ability to network and make links within the community, including employers 		Application form and interview
Personal	<ul style="list-style-type: none"> A professional approach, building credibility and confidence with employers and learners An understanding of the needs of learners with learning difficulties or disabilities A flexible approach and commitment to the achievement of excellence Good interpersonal and communication skills Willingness to maintain Continuing Professional Development in line with College guidelines 		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