



North East  
Better Health  
at Work Award  
Gold Award



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# Lecturer 1 (Public Services/Pre-Uniformed Services)

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## External Vacancy

**Post Ref:5950. Full Time, Permanent. £22,800.75 - £25,642.89 per annum (dependent on qualifications).**

**Attractive benefits for this post include 48 days' holiday per year plus bank holidays and the opportunity to join the Teachers' Pension Scheme.**

We are seeking to appoint an enthusiastic lecturer of public services to join our growing team. We are looking for an individual who is supportive, creative and innovative with excellent interpersonal skills, a sound understanding of current teaching and learning strategies and the ability to support the growth and diversification of public services provision at the college.

You should have achieved a relevant degree or equivalent and hold a teaching qualification. You will also have experience of delivering public services or pre-uniformed services qualifications at levels 2 and 3. You should be able to demonstrate experience of outstanding teaching and learning, assessment and quality assurance. A sound understanding and experience of pre-uniformed services would be advantageous.

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](http://www.sunderlandcollege.ac.uk/vacancies) alternatively email [vacancies@sunderlandcollege.ac.uk](mailto:vacancies@sunderlandcollege.ac.uk) or call 0191 511 6046 to request an application pack.

**All applications must be received by 12 noon on Thursday 28 September 2017**

**It is anticipated that interviews will take on Wednesday 11 October 2017**

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).*

<b>Post Title:</b>	Lecturer 1 (Public Services/Pre-Uniformed Services)
<b>Post Reference No:</b>	5950
<b>Faculty:</b>	Sport, Health & Wellbeing
<b>Grade:</b>	021 – 025 (points 021-022 unqualified)
<b>Contract:</b>	Full Time, Permanent
<b>Hours:</b>	37
<b>Location:</b>	Any College Campus
<b>Responsible to:</b>	Curriculum Leader (Sport & Public Services)

**Scope of Role:** A Lecturer 1 (Curriculum) will work as a professional member of the course team and deliver curriculum in conjunction with a lecturer operating as the unit lead. You may also typically deliver in workshops, realistic or commercial work environments, or other practical settings. You will not be asked to deliver Higher Education programmes, or participate in the internal verification of assessments.

### PRINCIPAL DUTIES:

1. Delivery of curriculum.
2. Assessment of student learning.
3. Provision of support for student learning.
4. Maintenance of appropriate records and documentation.
5. Maintenance of appropriate continuing professional development and general aspects of role.

### MAIN DUTIES:

- 1 Delivery of curriculum**
  - 1.1. Prepare session plans and use shared resources to deliver to an identified scheme of work for own classes.

- 1.2. Deliver differentiated teaching, learning and assessment strategies to meet your learner needs.
- 1.3. Make effective use of independent learning technology (ILT) to enhance your own students learning in and out of the classroom.

## **2 Assessment of student learning**

- 2.1 Prepare and assess students for a range of assessments.
- 2.2 Carry out marking and assessment to provide feedback to students to enable improvement.
- 2.3 Maintain assessment records for own classes.
- 2.4 Participate in standardisation.

## **3 Provision of support for student learning**

- 3.1 Provide academic and additional learning support.
- 3.2 Support students in their learning and personal development.
- 3.3 Liaise with curriculum delivery and support staff to support student learning.
- 3.4 Monitor student attendance, behaviour and progress and inform appropriate staff using Pro-monitor.

## **4 Maintenance of appropriate records and documentation**

- 4.1 Maintain appropriate records and reports for own classes.
- 4.2 Participate in the College's quality assurance and quality improvement processes.

## **5 Maintenance of appropriate continuing professional development and general aspects of role**

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



## Person Specification

Post Title: Lecturer 1 (Public Services) Post Ref: 5950

CRITERIA	ESSENTIAL REQUIREMENT	DESIRABLE REQUIREMENT
<p><b>Skills/Knowledge/Aptitude</b></p> <p>Demonstrate the ability to teach within the full range of FE on public services/pre-uniformed courses</p> <p>Good understanding of teaching, learning and assessment strategies</p> <p>Excellent interpersonal, organisation and time management skills</p> <p>Demonstrate recent achievement within teaching on public services and pre-uniformed courses</p> <p>Demonstrate teaching practices that incorporate learn everywhere strategies</p> <p>Demonstrate understanding of the need to share good practice</p> <p>Teaching incorporating ILT</p> <p>IT Skills</p> <p>Knowledge of vocational IQA processes</p>	<p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p>	<p>✓</p>
<p><b>Qualifications and Training</b></p> <p>Appropriate degree or equivalent/relevant vocational qualification</p> <p>Teacher qualification or commitment to work towards</p> <p>Assessor Awards or commitment to work towards</p> <p>Up to date Continuous Professional Development</p> <p>Level 2 Maths and English qualification</p>	<p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p>	
<p><b>Experience</b></p> <p>Recent experience of delivering high quality provision in public services/pre-uniformed curriculums.</p> <p>Good/Outstanding Teaching Observation profile</p> <p>A proven track record of learner retention, achievement and success.</p> <p>Evidence of supporting curriculum development</p>	<p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p>	



<p>Breath of curriculum experience and knowledge with the proven ability to produce high quality lesson planning and delivery</p> <p>Understanding of IQA processes</p> <p>Appropriate academic and/or vocational experiences</p> <p>Experience of the quality assurance process, and liaising with awarding bodies</p>	<p>✓</p> <p>✓</p>	<p>✓</p> <p>✓</p>
<p><b>Disposition</b></p> <p>Proven ability to develop and maintain highly effective professional relationships</p> <p>Proven ability to interact effectively with all members of the college community (Parents, employers, staff, learners and stakeholders)</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 &amp; Diversity</p> <p>To deliver teaching, learning and assessment the “Sunderland College way”.</p> <p>Demonstrable evidence of successful External or Internal Inspection outcomes</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> <p>✓</p> <p>✓</p> <p>✓</p>	