

**Job Description:**

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| **Post:** | *Bank Lecturer* |
| ***Salary Grade:*** | *Grade 5: £29,178.90-£35,463.12* |
| **Responsible to:** | *Learning Manager* |
| **Responsible for:** | N/A |

**Key Purpose:**

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| **1** | To contribute to outstanding success and progression of all students within the relevant Department through the delivery of, inspirational teaching, learning, assessment and support. These could be in a variety of roles:- Lecturer, Tutor and Assessor. |
| **2** | To be a key member of the Department. |
| **3** | To engage collaboratively with all colleagues in their roles as course managers, teachers, assessors and support staff in developing and contributing to a culture of high expectations, high standards and mutual respect both within the Department and College. |

**Key Responsibilities and Accountabilities:**

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| **A** | To provide high quality teaching, learning, assessment and support leading to excellent retention, achievement and success rates. |
| **B** | To deliver formal scheduled teaching duties as follows: teaching; tutorials (as appropriate) and student assessment. |
| **C** | To attend monthly/termly meetings (to include the sharing of good practice and resources with other colleagues) or as otherwise instructed. |
| **D** | To record, share and regularly monitor student progress. |
| **E** | To undertake relevant effective personal professional development and training as required |
| **F** | You are liable to undertake such other duties as may reasonably be required of you, commensurate with your grade, at your initial or present place of work or at any other of the College’s operational sites. |

**Cross-College Responsibilities and Accountabilities:**

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| **1** | Participate in Performance Management and professional development activities as required. |
| **2** | Value and promote diversity and equal opportunities. |
| **3** | Work within health and safety guidelines and be aware of your responsibilities for health and safety. |
| **4** | Fully support and adhere to the College approved strategies, policies and procedures. |
| **5** | Be responsible for safeguarding and promotion of the welfare of children, young people and vulnerable adults. |
| **6** | Responsible for Student Success Rates, Retention and Achievement. |
| **7** | Support the College’s quality initiatives, promoting the values of the College and ensuring that outputs meet quality standards. |
| **8** | Provide the best possible service to customers (both internal and external) in line with College standards. |

This job description is current as at the date shown below. In consultation with you, it is liable to variation by management to reflect or anticipate changes in or to the job. You are liable to undertake such other duties as may reasonably be required of you, commensurate with your grade, at your initial or present place of work or at any other of the College’s operational sites.

**Person Specification**

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|  | **QUALIFICATIONS & TRAINING** | **Essential** | **Desirable** | **How assessed** |
| A | Degree in relevant subject. | E |  | A |
| B | Certificate in Education/PGCE or equivalent. | E |  | A |
|  | **KNOWLEDGE, EXPERIENCE & UNDERSTANDING (CURRENT)** |  |  |  |
| C | High level of specialist knowledge of Animal Care. | E |  | A I |
| D | Proven track record of personal recent teaching success shown by high student achievement in Animal Care. |  | D | A I |
| E | Ability to teach range of level skills up to and including Level 3, which will include the ability to deliver A level Animal Care. | E |  | A I |
| F | Up to or at least 2 years’ experience in teaching Animal Care to full-time or part-time students. |  | D |  |
| G | To able to offer pastoral support to cohort teaching group. | E |  |  |
| H | Confident and creative use of IT to promote and enhance learning and social media literate. | E |  | A I |
|  | **SKILLS & ATTRIBUTES** |  |  |  |
| I | Excellent communication skills. | E |  | A I |
| J | Sound understanding of and commitment to safeguarding and equality and diversity in the context of education. | E |  | A I |
| K | A passion for both your subject and for student success. | E |  | A I |
| L | A flexible and proactive approach; and an ability to react quickly to changes in circumstances and environment. | E |  | A I |
| M | Self motivated with the ability to be innovative and display initiative. | E |  | A I |
| N | Ability to multi task and cope with a demanding work schedule. | E |  | A I |

Key to assessment methods:

A = Application

I = Interview

P = Presentation

W = Written assessment