

Post Title	Plumbing and Heating Lecturer
Location	Craven College, Skipton (Multi-Site)
Rate of pay	Main Grade Lecturer (Points 5-14) £24,743 - £35,204 per annum A Market supplement may be applied to this post
Hours	37 hours per week – Will consider part time hours Average 24 hours per week (864 hours per annum) teaching contact
Responsible to	Head of Department Construction
Special Conditions	This post is subject to a probationary period of 6 months, upon successful completion of which will become permanent A full enhanced disclosure check via the Disclosure & Barring Service will be required for this post
Closing Date	Sunday 4 August 2024
Post No.	A666A

If you have not heard from us within 28 days of the closing date on this occasion you have not been shortlisted. Please feel free to apply for futures roles as appropriate.

If you experience any difficulties in accessing any employment information or completing the College application form, please contact Human Resources HR@craven-college.ac.uk

MAIN JOB PURPOSE

To teach and assess a range of units from building services engineering (Plumbing and Heating) programmes including apprenticeships within the Department and to act as Programme Leader, as required for Plumbing and Heating courses.

For candidates who have relevant industrial experience but do not possess a teaching qualification, there is the opportunity to be employed via the teacher trainee scheme. Please do still apply if interested in teaching.

For an informal discussion please email Martin Loffhouse on mloffhouse@craven-college.ac.uk

KEY DUTIES AND RESPONSIBILITIES

This job description is a guide to the duties you will be expected to perform immediately on your appointment. These may change in the future in line with the strategic direction and development of the College.

- To teach on a range of Plumbing and Heating related courses to learners of varying ability including to apprentices and T Levels;
- To assist with the effective planning and organisation of teaching programmes;
- To meet quality standards with particular reference to retention and achievement and contribute to monitoring and reporting on performance and continuous improvement within the Plumbing and Heating Section;
- To assist the Head of Department with curriculum development and the expansion and development of the area;
- To develop and design learning materials for a variety of learners;
- To act as Programme Tutor for specific courses and to provide support and guidance to students, as necessary;
- To prepare, mark, assess and keep accurate records of students' performance;
- To implement appropriate Quality Assurance and self-assessment procedures and carry out relevant recording and administrative tasks in line with requirements;
- To assist in the promotion of Plumbing and Heating and other construction courses; to participate in marketing events as required;
- To develop initiatives in order to generate income for the College;
- To liaise with local agencies, schools and professional bodies associated with construction and be proactive in developing links with industry and raising the profile of the Section;

- To function as an effective team member within the Department and across the College, as appropriate;
 - To be responsible for the efficient and effective deployment of resources and equipment, in conjunction with Technicians and Head of Department;
 - To attend College team meetings in line with College requirements;
 - To assist with the induction and support of new and existing staff within the area in line with College procedures, as required;
 - You will be expected to be fully conversant with and implement the College's range of safeguarding policies and procedures, to ensure the health, safety and welfare of all learners and staff;
 - You will be expected to be fully conversant with the College's range of equality and diversity and safe guarding policies and procedures, to ensure the health, safety and welfare of all learners and staff;
 - To measure the success, retention, achievement and recruitment of your learners by different equality strands and put in place action plans to address any underperformance;
 - To ensure that interaction with learners is inclusive, fosters good relations between different groups of people, pays attention to specific needs identified through assessment and being mindful of cultural or gender differences;
 - To work closely with parents, guardians and outside support agencies in agreeing strategies that overcome barriers to participation or learning progression;
 - To participate in the College's Appraisal scheme and undertake professional updating/continuing professional development as required in line with the needs of the Faculty and College;
 - Any other duties commensurate with grade as may reasonably be requested.
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PERSON SPECIFICATION

The person we are hoping to appoint will meet all the following essential requirements and some or all of the desirable requirements.

ESSENTIAL REQUIREMENTS

- Minimum Level 3 vocational qualification in Plumbing and Heating;
- Vocational experience in the Plumbing and Heating industry;
- Current teaching qualification to Level 5 Diploma in Education and Training/PGCE/Cert Ed (or willingness to working towards completion);
- Qualified to Level 2 (GCSE Grade A*-C or equivalent) in English and maths;
- Good administrative skills with the ability to maintain accurate and relevant records in line with quality procedures;
- Good organisational skills and ability to prioritise tasks effectively to meet tight deadlines;
- High level of interpersonal skills;
- Willingness and ability to liaise effectively with external bodies and agencies, including examination boards and employers;
- Appreciation of quality issues in Further Education;
- Willingness and ability to work flexibly to meet the needs of the College;
- Willing to undertake professional development linked to the needs of the College;
- The ability to teach high quality sessions remotely maintaining a high level of student engagement;
- Computer literate;

DESIRABLE REQUIREMENTS

- Recent relevant experience of teaching to a high standard in the FE sector;
- Qualified to Level 3 in the subject area
- A1 Assessor Award (or willing to undertake equivalent);
- A minimum of 5 years industrial experience in Plumbing and Heating;
- Knowledge of sustainable construction
- Experience of programme tutorship;
- Ability to apply ILT techniques within teaching;

- Knowledge of current initiatives in Plumbing and Heating and sustainable industries;
 - Driving Licence and access to an appropriately insured vehicle.
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