

Post Title	Lecturer in IT & Computer Science (Full time and part-time posts available)
Location	Craven College, Skipton (Multi-Site)
Rate of pay	Main Grade Lecturer (Points 5-14) £25,493 - £36,085 per annum, salary scale point dependent on experience and/or qualifications
Hours	Full time position, 37 hours per week Average 24 hours per week (864 hours per annum) teaching contact
Responsible to	Head of Department
Special Conditions	<p>This post is subject to a probationary period of 6 months, upon successful completion of which will become permanent.</p> <p>A full DBS Certificate via the Disclosure and Barring Service will be required for this post.</p>
Closing Date	Sunday 11 May 2025
Interview Date	TBC
Post No.	A665G

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 future 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

An exciting opportunity has arisen for an IT/Computing Lecturer who has the necessary qualifications, skills and/or experience to deliver teaching, learning and assessment and contribute to the effectiveness and success of Computing and Digital Courses. The successful candidate will plan, prepare, teach/deliver modules, and support learning across a variety of Computing and Digital programs. They would also be involved in course coordination, as well as providing guidance, feedback, support, and tutorship to learner groups.

To teach a range of units from Level 2 T Level Foundation Year, BTEC Foundation Diploma and BTEC Extended Diploma in Information Technology. The Level 2/Level 3 Esports units relating to IT and preparation for the T Level Digital Production, Design and Development course, within the Department of Digital and Creative Industries. To act as Programme Leader, as required for one or more courses.

For an informal discussion please email Giles Atkinson gatkinson@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 a range of units in IT and Computing subjects Levels 1-3, including future T Levels, within the Department of Creative and Digital Industries and other departments to a range of learners.
- To develop and design appropriate learning materials for a variety of learners, both currently and in preparation for T Levels.
- To act as a Programme Leader within the Department and provide support and guidance to students and staff, as necessary.
- To prepare, mark, assess and record students work as necessary to meet quality assurance and self-assessment requirements within deadlines;
- To implement appropriate college quality assurance procedures and carry out relevant recording and administrative tasks to meet deadlines;
- To meet quality standards with particular reference to retention and achievement and be responsible for monitoring and reporting on continuous performance and improvement within the provision;

- To seek ideas, consult with colleagues and introduce innovative ways to embed the accurate and consistent use of English and Mathematics' skills within planned learning and classroom environment as appropriate;
- To ensure maximum engagement by your students in English and Maths, resulting in English and Maths success rates of at least the national rate;
- To promote links with employers & external bodies and liaise effectively as required;
- To support the Industry Placement team in securing high quality and curriculum-relevant placements for the 2026 roll-out of T levels in Digital Production, Design and Development.
- To participate in curriculum development and promotional aspects of the curriculum and School such as open evenings and parent evenings;
- To attend relevant Department /college team meetings in line with college requirements;
- To function as an effective team member within the Department and across the college, as appropriate;
- 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 Performance Review scheme and undertake professional updating/staff development as required to meet the needs of the Department and College;
- To be fully conversant with the college's equality and diversity aims and objectives; and take appropriate positive action in the promotion and delivery of equality & diversity targets:

- 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 students and staff;
 - To follow and implement Our College Behaviours
 - Any other duties commensurate with grade and status 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

- Degree or equivalent professional qualification in a relevant subject area
 - Familiar with delivery of BTEC Level 3 IT qualification.
 - Industry experience in the IT sector
 - Current teaching qualification to Level 5 Diploma in Education Training/PGCE/Cert Ed or willing to work towards
 - Qualified to Level 2 (GCSE Grade A*-C or equivalent) in English and maths;
 - Recent relevant experience of teaching to a high standard in the FE and/or HE sector
 - Recent or relevant teaching experience in the BTEC Level 3 Information Technology Specification
 - Good administrative skills with the ability to maintain accurate and relevant records in line with quality procedures;
 - Excellent interpersonal skills and organisational skills;
 - Interest and understanding of current educational initiatives;
 - Ability to work flexibly and on own initiative to meet the needs of the college;
 - Ability to motivate staff and work effectively as a team member;
 - Ability to achieve consistently high standards under pressure;
 - Willingness and ability to liaise effectively with external bodies and agencies;
 - Willing to undertake professional development linked to the needs of the college;
 - Computer literate;
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DESIRABLE REQUIREMENTS

- Experience of being a programme tutor;
 - Industry experience in the IT sector
 - Understanding of the T level ideology;
 - Ability to apply ILT techniques within teaching;
 - Knowledge of current initiatives in FE/HE spheres;
 - Sound knowledge of quality issues in FE and HE;
 - Experience of IV;
 - Assessor Awards.
 - Driving licence and access to an appropriately insured vehicle.
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