



Lecturer in Plumbing & Gas

Job Description

Faculty / Department:	Construction		
Responsible to:	Head of Learning		
Responsible for:	N/A		
Grade:	Salary Range: £26,661 - £34,653 per annum (Grade 3B – 4A, SCP 26 – 38)	Hours:	Full time, 37 hours per week (1.0 FTE)

Role Summary:

To plan, implement and deliver high quality Plumbing and Gas programmes of study to a range of learners on full-time and apprenticeship programmes. These programmes will be across the provision up to and including Level 3.

Main Duties and Responsibilities:

Work Processes and results

- To coordinate, design, deliver and develop a programme(s) of study up to Level 3 for groups of learners.
- To work with the Head of Learning, Progress Coaches, Lecturers and other colleagues, to develop best practice in learning, teaching and assessment, ensuring standardisation, consistency and continuity.
- To assess learners according to established guidelines, and provide a good quality, positive learning experience.
- To develop high quality, engaging full time study programmes.
- To design, develop, monitor and share resources for learner use.
- To act as personal tutor to a group(s) of learners supporting their Individual Learning Plans and to co-ordinate tutorial support liaising with subject tutors and wider College provision.
- To participate in parents' evenings, open events, enrolment and applicant interviews.
- To keep up to date with curriculum initiatives, development of standards and general developmental and professional issues relating to the delivery of learning. Including proactive engagement with the College's CPD programme.
- To contribute to the internal and external quality assurance procedures in line with Awarding Body and College requirements.
- To implement Quality procedures, contributing to thorough, evaluative programme reviews which feed into the self-assessment process.

- To complete documentation, appropriate records of learner performance and attendance and administration associated with the role and responsibilities.
- To attend and contribute to relevant meetings within the Department and the wider College.
- To maintain appropriate standards of learner behaviour and attendance in accordance with College policies.
- To effectively implement and embed the College's Mathematics and English Code

Team Work

- To work closely with the other Departments, as well as with partner agencies.

Communication / Documentation

- Communicate effectively across a wide range of audiences, considering and adapting style and approach.

Personal Development / Performance

- Demonstrate a commitment to continuing Personal/Professional Development.
- Ability to observe and define priorities and timetables in the achievement of strategic and operational objectives.
- Adhere to the College's environmental and sustainability procedures and seek to promote environmental sustainability within own area of responsibility.

Equality, Diversity, Health and Safety and Strategy

- A strong commitment to the principles and practice of Equality, Diversity and Inclusion.
- Take reasonable care of the Health and Safety of yourself and that of any other person who may be affected by your acts or omissions at work.
- Ensure as far as is necessary, that Statutory Requirements, Codes of Practice, Policies and Procedures, and Health and Safety arrangements are complied with.

This is not intended as an exhaustive list of duties or a restrictive definition of the post but rather, should be read as a guide to the main priorities and typical areas of activity of the post-holder.

These activities are subject to amendment over time as priorities and requirements evolve and as such it may be amended at any time by the line manager following discussion with the post holder.



Measured by:	
A	Application
I	Interview
T	Test
P	Presentation
R	References
Po	Portfolio

PERSON SPECIFICATION

Lecturer in Plumbing & Gas

Criteria Headings	Essential	Evidenced by	Desirable	Evidenced by
Qualifications/ Education/ Training	<ul style="list-style-type: none"> • Qualified teacher e.g. Cert Ed, PGCE or DTLLS or CET or a willingness to obtain this qualification. • Relevant Level 3 qualification within relevant vocational sector – Plumbing • Assessor/verifier qualifications or a firm commitment to obtain relevant qualifications within the first 12 months in post. • Current Gas Safe registration • Minimum of four GCSEs (A* - C, 9 – 4) or equivalent, including Maths and English. 	A A A A	<ul style="list-style-type: none"> • Degree or equivalent qualification in a relevant discipline. 	A
Experience	<ul style="list-style-type: none"> • Recent and relevant vocational experience within the gas and plumbing sector. • Experience in demonstrating an ability to take responsibility for own and others Health and Safety at work. 	A, I A, I	<ul style="list-style-type: none"> • Experience of working with renewable technologies 	A, I

	<ul style="list-style-type: none"> • Experience of taking responsibility, and ownership e.g. meeting deadlines, sharing practice, following organisational policies and procedures. 	A, I		
Skills/ Aptitudes/ Competences/	<ul style="list-style-type: none"> • Up to date, in-depth knowledge of developments within the plumbing and gas sector. • Excellent practical and technical gas and plumbing ability • Excellent communication and interpersonal skills. • An understanding of safeguarding and its importance within the College • Ability to effectively plan and prioritise workload. • Effective time management skills. • Excellent administrative and organisational skills. • Able to work flexibly and effectively as part of a high performing team. • Knowledge and understanding of differences between assessment and evaluation. 	<p>A, I</p> <p>A, I</p> <p>I</p> <p>A, I</p> <p>I</p> <p>I</p> <p>I</p> <p>I</p> <p>I</p>	<ul style="list-style-type: none"> • Understanding and competency of systems such as Pro solution and Pro Monitor. 	A
Other	<ul style="list-style-type: none"> • Demonstrable positive approach to Equality, Diversity & Inclusion • Demonstrable commitment to safeguarding and promoting student welfare. • Flexible and professional approach to work. • Demonstrate suitability to work with children 	<p>I</p> <p>I</p> <p>I</p>		

Vacancy Number – 2116

	and vulnerable adults including knowledge/ understanding of safeguarding and Prevent.	I		
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