

Post Title:	Childcare Lecturer
Team:	Care and Education Industries
Line Manager:	Head of Care and Education Industries
Grade:	Unqualified Lecturer 23 -27 £17,247 - £19,393 Qualified Lecturer 28 -36 £19,972 - £25,286
Hours per week:	22.5 hours per week
Location	Wigston
Job reference:	REQ0000810

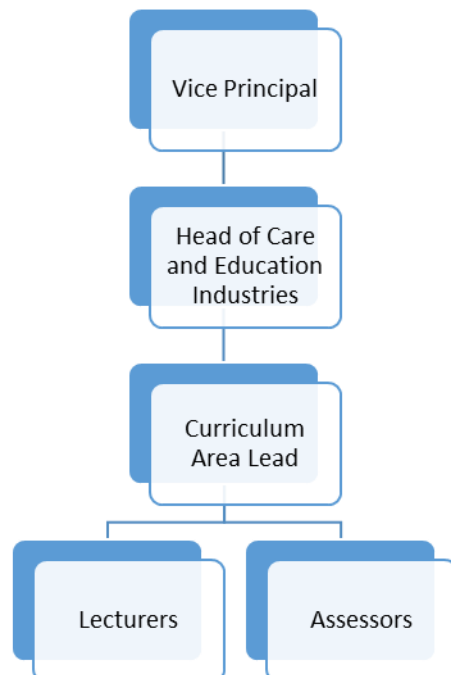
Job Purpose

We are looking to recruit an enthusiastic individual who has experience of working within the childcare / education sector to develop and deliver high quality teaching, learning and assessment across our NCFE programmes from Level 1 to Level 3.

The role will involve working collaboratively within the established team to manage all aspects of course delivery from recruitment through to final achievement. This will include delivery of the core syllabus, supporting returning learners in academic study skills and providing one-to-one tutorials as required.

The ideal candidates will be experienced in teaching Post 16 learners, have a relevant degree and recent experience within a childcare setting.

Organisation Structure



Main Duties and Responsibilities

Duties will include, but not be limited to: -

- Formal scheduled teaching
- Tutorials / progress reviews and student assessment
- Management of learning programmes and curriculum development
- Student admissions and induction
- Educational guidance
- Preparation of learning materials and student assignments
- Marking of students' work, and examinations
- Management and supervision of student visit programmes as appropriate
- Research and other forms of scholarly activity related to the effective delivery of the curriculum
- Marketing activities
- Consultancy and industrial liaison
- Administration and organisational activities
- Personal professional development
- Development of teaching materials/resources
- To liaise with vocational tutors
- To support with the IQA and EQA process
- Plus undertaking any other duties within the spirit of the job description and commensurate with the grading of the post

Whilst every effort has been made to explain the main duties and responsibilities of the post, each individual task undertaken may not be identified.

Generic for level

- Actively involved in the collaborative approach to cross college working.
- Continuation of personal development as agreed at appraisal.
- Engaging actively in the performance review process.
- Addressing and delivering the appraisal targets set by the line manager.
- Taking a proactive approach to Safeguarding requirements and ensuring that there is total compliance with its requirements to safeguard and protect the welfare of staff and students.
- Leading by example in playing an active and full part in the life of the college community, to support and promote its distinctive aim and ethos and to encourage staff and students to follow this example.
- Actively involved, promoting, and developing the College's corporate policies.
- Taking responsibility for the Health and Safety and undertaking risk assessments as appropriate.
- Promoting and practising Equality of Opportunity and challenging to prevent prejudice.

To undertake any other duties within the spirit of the job description and commensurate with the grading of the post.

Key Contacts

Internally:

- Students aged 16 -18
- Students 19+
- Students aged 14-16
- Curriculum Directors
- Curriculum Learning and Skills Managers
- Quality Managers
- Learning support

Externally:

- Parents/Carers
- Employers
- Awarding bodies
- External Verifiers

NWSLC Way

This role requires you to be an ambassador for the College, following the “NWSLC Way” framework by promoting and adhering to the College values and behaviours. The ‘NWSLC Way’ is to help each other to take pride in what we do and work together to realise our full potential, to nurture an environment of trust, to inspire colleagues to improve and develop, aspire to always deliver a high-quality service and to create an environment of continuous improvement.

The College Values underpin our work and are NWSLC – Nurturing, Work ready, Sustainable, Leading and Collaborative.

Safeguarding and Promoting the Welfare of Children

All work in the College involves some degree of responsibility for safeguarding children, although the extent of that responsibility will vary according to the nature of the post. The College is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. The post holder must be aware of the College’s policies which safeguard and promote the welfare of children, and adhere to their guidelines. An Enhanced DBS check will be required for all roles at the college.

This job description is current at the date shown, but following consultation with you, may be changed by Management to reflect or anticipate changes in the job which are commensurate with the salary and job title.	
Signature: HL Nixon	Date: 9.6.26

Person Specification

Requirements	Essential (E) or Desirable (D) Requirements	Measured By: a) Application form b) Selection Process
A relevant Level 4 qualification in childcare, teacher training, early years education, or a related field.	E	A & B
Vocational competence to at least Level 4 within the subject area (childcare). License to practice.	E	A & B
Appropriate full teaching qualification, e.g. a minimum level 5 or willing to gain within two years of appointment.	E	A & B
Literacy and Numeracy qualifications to at least Level 2 / equivalent or be prepared to develop a plan to achieve within the first year of appointment.	E	A & B
Experience of teaching/assessing across a broad range of learner abilities and backgrounds.	D	A & B
Competent in the use of a range of IT applications e.g. Word, Excel, Power Point and other bespoke packages.	E	A & B
Recent industry experience.	E	A & B
The willingness and ability to work unsupervised, as a member of a course team and take an active role in the work of the curriculum area and the College.	E	A & B
A willingness to undertake personal and professional development appropriate to the needs of the curriculum and the College.	E	A & B
Experience of openly exchanging information and supporting colleagues.	E	A & B
Learner focused.	E	A & B
An understanding of 'safeguarding' and its importance within the College.	E	A & B
An understanding of Equal Opportunities and its importance at the College.	E	A & B

Where the post holder cannot demonstrate desirable criteria at the point of appointment, it is expected that there will be a willingness to agree a timeframe and work towards achievement of each desirable criteria.