
YEOVIL COLLEGE – JOB DESCRIPTION

Job Title:	Dental Specialist Lecturer
Hours:	40 hours per academic year
Department:	Creative and Digital Industries
Responsible to:	Head of Faculty Creative and Digital Industries
Salary:	£37.16 to £42.40 per hour depending on skills and experience [YCHL5.1 – YCH5.5]
Date of Issue:	September 2026

1. Job Purpose

We are seeking Dental Specialist Lecturers to support our dental programmes with a focus on specific subject areas. The role involves delivering practical and theoretical instruction to students in these areas.

The practical aspects encompass: Ceramics, Tooth Anatomy, Implants, Digital Prosthesis, Denture Design, surveying, patterning, and composite, suitable for individuals with a fundamental understanding of these areas.

Additionally, lecturers will deliver theory-based content in Anatomy and Materials modules, with an emphasis on practical application, requiring a technical background. These are flexible hourly paid contracts, and lecturers will remain on the bank until needed organised collaboratively with the Dental teaching team.

2. Overarching Responsibility

- Teaching Learning and Assessment:** Deliver engaging and comprehensive lectures, workshops, and practical sessions within the specified dental subject areas. For Ceramics, Tooth Anatomy, Implants, Digital Prosthesis, Denture Design, surveying, patterning, and composite work, guide students in mastering fundamental techniques, emphasising precision and quality. In Anatomy and Materials modules, provide in-depth theoretical knowledge and ensure practical application, drawing from your technical background.
- Curriculum Enhancement:** Collaborate closely with the programme delivery team to continually improve and tailor curriculum content and delivery methods for the designated subjects. Identify opportunities to

incorporate industry advancements and emerging trends into the coursework.

3. **Practical Application:** Facilitate students' hands-on learning experiences in the specified areas, encouraging them to apply theoretical concepts to practical tasks. Support skill development, ensure a strong grasp of techniques, and offer guidance on problem-solving within the designated subjects.
4. **Resource Development:** Create or recommend specialised educational materials, resources, and tools tailored to support effective teaching in the specified dental subject areas.
5. **Flexibility:** Maintain availability for flexible hourly paid contracts and stay on the bank until required for the designated subjects. Adapt to varying teaching schedules and student needs while ensuring consistent dedication to delivering high-quality education.
6. **Professional Development:** Engage in college CPD, maintain GDC registration, and stay updated with industry trends and educational best practices to continually enhance the programme.

Recording achievement and performance

- The role involves coordinating the monitoring and tracking of learners' achievements and reporting progress when necessary, such as during In-Year reviews and target setting. It also includes providing support, challenge, and, when applicable, applying discipline to students in line with college procedures, while maintaining records of all interventions, including Individual Learning Plans (ILPs). Monitoring course recruitment, attendance, retention, achievement, and value added against agreed targets and national performance tables is crucial, with any issues or concerns promptly reported to the line manager. Additionally, ensuring that all attendance and punctuality records are reported following college procedures and promptly notifying parents/guardians/employers of any absences or lateness within 24 hours of their occurrence.

Teaching, Learning & Assessment

- To hold or be working towards a L5 teaching qualification
- To ensure that all Teaching, Learning & Assessment are high quality at all times
- To have specialised knowledge of all the key aspects of your subject areas.
- Liaise with tutors and teachers on the study programme to ensure that learning plans are regularly updated and mapped together where required.

- Proactively use information and learning technology (ILT) within the delivery of teaching programmes.
- To deliver on a variety of study programmes if required.
- To deliver courses throughout the year at various sites including day, twilight and evening sessions if required within your contracted hours.
- Ensure all assessed work is returned in a timely manner in-line with the college's assessment policy and has effective feedback to help the learner improve.

Coordination of course related and learning materials

- Coordinate the collation and storage of course materials and awarding body correspondence including the use and content of VLE based material.
- Ensure all learner's assessed work, course and learning materials are compliant with College and awarding body standards and requirements.

Liaison with learning support

- Coordinate the effective use of learning support by the course team to ensure appropriate support is in place for all learners on your study programme, if required.

Contribution towards continuous quality improvement

- To own the quality assurance of the designated study programme in close liaison with the awarding body/validating institution and relevant line manager adhering to all the required administrative procedures.
- Quality assurance of all course and delivery materials to ensure awarding body and College compliance in conjunction with the line manager.
- Lead course quality reviews (In year reviews) in line with the College calendar and using the appropriate paperwork.
- Monitor and recommend resources and learning materials required for effective and compliant delivery in conjunction with the Curriculum Area Manager.
- Liaise with the Internal Verifier to ensure that an IV plan is in place and that team members aware of this.
- Monitor course performance through the use of management information and Pro Achieve.

- Take a full part in the College staff development programme including the appraisal scheme and continual professional development.

Enrichment

- Develop and coordinate course enrichment and personal development activities and trips in line with the college's trips and activities policy.
- Contribute, as requested by the line Manager, on learner views /voice forums for relevant courses.

Meetings

- Attend various meetings indicated in College calendar relevant to job role.

Administration

- Contribute and liaise with Study Programme Manager to ensure that course team complete and maintain all appropriate programme documentation, management and statistical information in line with Department, College and external procedures.
- To liaise with the various support services in the College to ensure the smooth running of the programmes.

Learner recruitment and promotional activities

- Undertake reasonable promotional and marketing activity as agreed with Head of Faculty and Curriculum Leader and within the parameters of the Collective Agreement taking part in key events open days, information evenings and interviewing students; developing new business.

3. Other Duties

The Post Holder may be required to perform duties other than those given in the Job Description for the post. The particular duties and responsibilities attached to posts may vary from time to time without changing the general character of the duties or the level of responsibility entailed. Such variations are a common occurrence and would not of themselves justify the re-evaluation of a post. In cases, however, where a permanent and substantial change in the duties and responsibilities of a post occurs, consistent with a higher level of responsibility, then the post will be eligible for re-evaluation.

To participate in the College appraisal system and take responsibility for your own personal development.

4. Health and Safety

The post holder will agree, as part of the contract of employment, to comply with their duties under the Health and Safety at Work Act 1974, and any Health and Safety Regulations issued under the Act, and to cooperate with the College to enable it to carry out its health and safety duties under the Act. Failure to comply with health and safety duties, regulations, work rules and procedures regarding health and safety, may lead to disciplinary action.

5. Equal Opportunities

The College is committed to a policy of equal opportunities and all staff are encouraged to play their part in implementing the following College statement:

Yeovil College is an equal opportunities employer. The aim of our policy is to ensure that no job applicant or employee receives less favourable treatment on the grounds of race, nationality, ethnic or national origins, sex, marital status including civil partnership, disability, age, sexual orientation, faith or belief, transgender, pregnancy and maternity, responsibility for dependants, or is disadvantaged by conditions or requirements which cannot be shown to be justifiable. Selection criteria and procedures will be frequently reviewed to ensure that individuals are selected, promoted and treated on the basis of their relevant merits and abilities. All employees will be given equality of opportunity and, where appropriate special training, to progress within the organisation. The College is committed to a programme of action to make this policy fully effective and actively advances Equality of Opportunity.

6. Safeguarding

Yeovil College is committed to prioritising and promoting safeguarding and protecting all children, young people and vulnerable adults from harm whatever, their age, gender, ethnicity, disability, language, faith and or sexual orientation. The term 'safeguarding children and young people' embraces both child protection and a preventative approach to keeping young people safe. 'Safeguarding' therefore encompasses learner health and safety, bullying, meeting the medical needs of those with medical conditions, providing first aid, security, support / safeguarding from drugs and substance abuse etc. This policy is applicable to all learners, staff, volunteers and visitors to Yeovil College as well as children who are in the care of learners whilst on placements and/or employees of Yeovil College.

Yeovil College – Person Specification
Post: Specialist Lecturer Dental

	Essential	Desirable
Previous Experience	• Experience of teaching in the specified area and knowledge of a range of course within Dental Technology • Experience of delivering to students at the various Levels. • A good working knowledge of the latest developments in Dental Technology including Digital. • Demonstrated expertise in the specific dental subject areas: basic crown and bridge, denture, orthodontics, Anatomy, and Materials.	• Industry experience of working as a Dental Technologist • Curriculum development; • Experience of, mapping, tracking, delivery of key skills and target setting; • Experience of tutoring students; • Flexible resource development.
Qualifications	• Relevant qualification or degree related to Dental Technology • Full Teaching Qualification (or willingness to work towards); • GCSE English and Maths at grade A-C. • GDC Registration	• Level 5 Diploma in Education & Training or equivalent.
Special Skills/Aptitudes	• Dental Technology Knowledge and Skills • Exocad software knowledge and skills • Able to use or willing to be trained to use: 3D Scanners, Printers, Milling Machines and Dental Technology finishing tools and processes. • Proven ability to create and maintain appropriate work systems; • Passionate about teaching and learning;	• Evidence of capability with classroom based ILT.

	• Proven ability to work as part of a team; • Evidence of high levels of student achievement.	
Personal Attributes	• Good interpersonal skills, shown through your ability to communicate clearly with students, staff and others; • Able to work accurately under pressure; • Well organised, systematic approach to work; • Able to use your initiative; • Flexible approach to workload; • Confident in dealing with difficult and awkward situations; • High expectations of self and students.	
General	• Understanding of equality and diversity in a learning environment; • Ability to promote learning and opportunity for all; • Ability to work some evenings e.g. evening classes, Open Days and weekends by arrangement; • Car driver.	

Where aspects of the person specification are shown as 'desirable' it is understood that the knowledge, skills or experience required could be achieved through relevant training which the College is committed to provide. In decisions on selection, however, preference will be given to those candidates who can already demonstrate competence in areas specified.

In addition to the candidates' ability to perform the duties of the post, the selection process will also explore issues relating to safeguarding and promoting the welfare of children and vulnerable adults. The candidates will also be tested with regards their openness to diversity.

Employment Checks

The appointment is subject to Yeovil College obtaining medical, Disclosure and Barring Services clearances, evidence to show you are legally entitled to work in the UK (under the Immigration, Asylum and Nationality Act 2006) and employment references satisfactory to us and evidence of relevant qualifications to the post.

Please note that if the above clearances and references are not consistent with the information provided by you then your offer of employment may be withdrawn.

Please be aware that this post requires an Enhanced DBS check based on the specific duties of the position.

The Police Act 1997 provides a statutory basis for certain criminal record checks to be used by establishments, to safeguard children and vulnerable adults to provide information on anyone

seeking to engage in activities with children and young people which are exceptions to the Rehabilitation of Offenders Act 1974. Working at the College could involve substantial access to young people or vulnerable adults and is therefore exempt from the Rehabilitation of Offenders Act 1974. **You must therefore disclose any cautions, convictions or pending prosecutions you may have, even if they would otherwise be regarded as 'spent' under this Act.**

A conviction will not necessarily be a bar to employment at Yeovil College. Ask a member of HR for our 'statement on the recruitment of ex offenders'.

In performing our registered body duties, the College follows the Disclosure and Barring Service code of practice, and our Disclosure & Barring Service Handling Policy 2016. Both these documents are available upon request from the HR team. The DBS Code of Practice can also be found here:

https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/474742/Code_of_Practice_for_Disclosure_and_Barring_Service_Nov_15.pdf