

JOB DESCRIPTION

JOB TITLE: Foundation Learning Lecturer

ROLE OVERVIEW

Job Title: Lecturer

Grade: Lecturer

Faculty: Foundation, Learning and Inclusion

Location: on site Tiverton

Responsible to: Head of Faculty

Key Role Objectives

To provide young people within the Faculty of Foundation Learning and Inclusion outstanding teaching and tutoring and to support students to overcome barriers to learning and maximise their potential.

Main Responsibilities

- To teach/tutor a cohort of learners with EHCPs and additional support needs
- To support the achievement of learners by identifying barriers to learning and liaising with others to provide high quality, pro-active pastoral support.
- To ensure student have the right teaching and support to enable to them to work towards their EHCP targets and life goals

Teaching, Learning and Assessment:

- Participate in the interviewing, enrolment and induction of learners.
- Prepare schemes of work, lesson and assessment plans.
- Provide ongoing assessment and feedback to learners by setting and marking work.
- Provide appropriate academic/vocational support to individual learners, liaising with other agencies/teams where appropriate.
- Contribute to the wider enrichment of learners and support students' pastoral needs.
- Contribute to the maintenance of an effective, efficient and professional learning environment.
- Ensure resource material and teaching reflect best practice, contributing to the high quality of provision.
- Participate in appropriate quality assurance procedures.
- Maintain accurate and detailed student records including the writing of reports and references.
- Set and monitor EHCPs according to Faculty and College Policy.

- To adapt teaching practices to individual learning and support needs within a classroom environment.
- Participate in open evenings, interview evening and parent evenings as required.

Additional Duties:

- Promote a teaching, learning and working environment that is free from discrimination and where all learners are encouraged to express their individuality.
- Be responsible for safeguarding and promoting the welfare of learners.
- Promote and conduct your professional duties and responsibilities within the parameters of the College's agreed values and aims.
- To undertake such additional duties as may be reasonably required commensurate with the level of responsibility within the College at the initial place of work or any other of the College's sites.

Reviewed: September 2026

Person Specification

JOB TITLE: Foundation Learning Lecturer

Assessment Criteria

- Evaluated on application form (A) and/or interview (I)

Experience

Essential Criteria

- Experience of teaching and tutoring young people with SEN and High Needs (A/I)
- Experience of adapting teaching methods to support individual needs (A/I)
- Experience of teaching at Entry Level with outstanding results (A/I)

Desirable Criteria

- Experience of teaching post 16 students with High Needs (A/I)
- Experience of teaching Maths and English up to GCSE Level (A/I)

Skills and Abilities

Essential Criteria:

- Excellent verbal and written communication skills (A/I)
- Excellent time management skills (I)
- Ability to prioritise work and meet deadlines (A/I)
- Ability to motivate and inspire high needs learners (A/I)
- Accuracy and attention to detail (A/I)
- Excellent, up to date knowledge of high needs support strategies (A/I)

Desirable Criteria

- Use and knowledge of support techniques for students with SEMH needs

Personal Qualities

Essential Criteria:

- Confident, calm, resilient, empathetic (A/I)

Qualifications

Essential Criteria:

- GCSE English & Maths at C/4 and above or equivalent (A)
- Teaching qualification (A)

Desirable Criteria:

- Qualifications related to supporting students with autism and other additional needs

Mandatory Requirement

Essential Criteria

- Commitment to safeguarding and promoting the welfare of children and adults (I)
- Responsibility for promoting equality of opportunity and access to all, irrespective of age, background, race, gender, religion, ability, disability or sexuality (I)

Reviewed: June 2026

OUR VALUES ARE WHAT MAKE US, US!

VISION: To be an exceptional College

MISSION: To shape futures by delivering world-class education and training for our city and region

AMBITION

- We are challenged and encouraged to push boundaries to enable us to realise our ambitions
- We are brave and take decisions that transform lives and foster achievement for all
- We are agile, future-focused and embrace digital technology and learning
- We believe in impact; we are passionate about our community and environment and continue to make big changes in order to play our part in creating a sustainable city and College

COLLABORATION

- We collaborate with others to ensure we grow, thrive and initiate brilliance
- We are bold and innovative; we listen to and learn from others in pursuit of the exceptional
- We care about place; we collaborate with others to ensure success for our community that has national impact
- We believe that we are stronger together and actively seek out partnerships that make a difference and help us enrich our College

ENERGY

- Our expertise, passion and actions energise and enthuse those around us
- We care and support our people and our community. We believe that we excel when we are empowered, engaged and enjoy our time at College
- We are curious; we focus on solutions, not problems
- We are proud of our achievements and actively seek out opportunities to celebrate these and set ourselves our next challenge.