DN COLLEGES GROUP

Ambition	To achieve the highest standards
Support	A caring, safe and inclusive environment
Partnership	Collaborative working to achieve shared goals
Innovation	We use our initiative and are agile in finding creative solutions
Responsibility	We take individual and collective responsibility
Equality	We work with integrity and are open, honest and respectful of each other

Job Title: **HE Digital Technology Lecturer**

Salary: **£33,787- £42,766 (Grade 5) per annum**

Curriculum Area/Department: **University Campus North Lincolnshire (UCNL)/University Campus Doncaster (UCDon). This role is across both campuses.**

Responsible To: **Curriculum Lead: Business & Digital Technologies**

Job Purpose

Working within the University Campus North Lincolnshire (UCNL) and University Campus Doncaster (UCDon), the post holder will assume responsibility for teaching and the provision of personal academic support to students across the Digital Technologies suite of programmes. The role will involve working collaboratively across UCNL/UCDon to develop innovative and creative approaches towards TLA and new curriculum development opportunities.

The role involves working within a small team, liaison with external examiners and implementing quality assurance processes to ensure the policies and procedures of UCNL/UCDon are effectively adhered to. The teaching responsibilities for the post will include modules within the digital technologies programmes at levels 4 and 5, including “Cyber Security,” “Networking in the Cloud,” and “Programming”.

Relationships

Responsible directly to the **Curriculum Lead: Business & Digital Technologies**

- Internal contacts:
    - Director of School
    - Director of School – (IoT responsibility)
    - Director of Quality Assurance & Academic Registry
    - Curriculum Leads
    - Higher Education Head of Widening Participation & HE Engagement
    - Higher Education Head of Quality Assurance & Regulation
    - Higher Education Learning Support Co-ordinators
    - Higher Education Programme Leaders
    - Higher Education Apprenticeship Assessors
    - Higher Education Information and Advice Office
    - FE curricular managers and course tutors
    - Student support services
    - MIS
    - Students and students’ representatives

- External Contacts:

    - University Academic Contacts
    - External Examiner(s)
    - Business/professional/public sector organisations
    - Local Post-16 providers

The post-holder will:

- participate in curriculum planning and development
- be a member of the relevant HE Programme Team and of any departmental committees
- assist in the production of annual programme reports and associated data analysis requirements e.g. relating the HE curriculum accountability framework and relevant performance indicators
- participate proactively with student engagement activities, particularly the effective use of module evaluations and surveys
- share scholarly activity at both the subject and wider pedagogical levels
- engage in relationships which contribute to the development of HE in the local area
- contribute towards the ongoing development of targeted and generic HE promotional activities and literature; this includes contributing to promotional events, for both internal and external audiences
- assist in the preparation of programme related documentation
- make a full contribution towards pre-entry, induction and post-entry support for students
- ensure that timetabled programmes operate as scheduled
- ensure that all requests to confirm student enrolments are completed
- be involved in the production of annual self-evaluation documentation along with the Deputy Head of School/Programme Leader
- teach required global hours
- prepare and conduct HE teaching sessions in accordance with the HE quality assurance processes
- act as Academic Tutor for identified groups of students and follow the guidelines and fulfil the duties as contained within that policy

Professional Development

To update regularly in your specialist area(s) and to participate in staff development activities including sharing good practice as required and submitting timely CPD records.

To actively participate in any scheme of regular performance review and appraisal adopted by the College Group.

Additional Duties

- Work with managers and employees to support the developing high performing culture of the learning organisation and facilitate cultural change.

- Commit and adhere to the organisational **Equality and Diversity, Health and Safety, Safeguarding** and other policies, processes, values and objectives.

- Undertake other tasks, as directed, to meet the needs of the College that reasonably correspond to the general character of the post and are commensurate with its level of responsibility.

Note: *The duties and responsibilities set out in this job description may be reviewed to meet changing circumstances. The post holder will be consulted in such circumstances.*

DN COLLEGES GROUP

JOB TITLE : HE Digital Technologies				**POST NO:**	**RESPONSIBLE TO**		Deputy Head of School: Science & Technology
UCNL/UCD					**RESPONSIBLE FOR**		
SPECIFIC ATTRIBUTES		**No**	**ESSENTIAL CRITERIA**	**HOW MEASURED**	**No**	**DESIRABLE CRITERIA**	**HOW MEASURED**
A	**Education and Qualifications**	1 2 3	Degree/Level 6 Qualification within a relevant discipline Minimum Level 2 Literacy & Numeracy Level 5 teaching qualification or willing to work towards	Certificates Certificates	4	Postgraduate qualification in a related subject area	Certificates Certificates
B	**Work Experience**	1 2 3 4	Experience of or ability to demonstrate understanding of teaching and supporting undergraduate students Sound relevant subject knowledge located in both theory and practice. Cyber and cloud networking experience is required specifically. Used to working to tight deadlines and performance targets	Application form/ Interview	4 5 6	Experience of working in a Higher Education environment. Experience of recent working in a professional digital/computing context. Membership of a Professional Body	Interview/ Application form

C	**Specific Skills, Aptitudes and Knowledge**	1 2 3 4 5 6	Sound subject knowledge and understanding of digital technologies with critical application in cyber security and cloud networking. Experience of HTQ delivery would be advantageous. Good understanding of current issues affecting academic standards Strong commitment to quality assurance and quality enhancement Excellent organization, analytical and communication skills Prepared to work flexibly including evening work Full driving license	Application form/ Interview Application form/ Assessment exercises	7 8	Understanding of quality initiatives in Higher Education Interest in e-learning methodologies and pedagogical innovation	Interview
D	**Personal Qualities**	1 2	Energy and drive with a commitment to continuous improvement Good team player but able to work unsupervised.	Interview/ References			
MANAGER COMPLETING PERSON SPECIFICATION:				Darryn Stamp		**DATE:**	16/9/2026

DN COLLEGES GROUP

HE Digital Technologies
SUMMARY OF TERMS AND CONDITIONS
(INCLUDING REMUNERATION)

Perm/Temp	Permanent
Grade and Salary	£33,787- £42,766 (Grade 5) per annum
Hours	Full-time – 35.5 hours
Part Time	The college is prepared to consider applications for a fraction of the hours advertised. Most posts are suitable for job-share; joint applications are welcome. However, applicants who want part-time work but have no job-share partner are encouraged to apply as the College can usually make adjustments to accommodate different working arrangements
Flexible Working	Employees are expected to be flexible, hours of work can be subject to averaging. The College is open during the evening and at weekends to a limited extent. The nature of the College's business means that holidays can only to be taken at certain times. The specific details applicable to this post will be discussed at interview.
Qualifications	Lecturers who do not hold a Certificate in Education or equivalent qualification will be expected to achieve Certificate in Education within a timescale that will be agreed at the time of appointment. The College will fund the tuition fees associated to your teaching qualification.
Annual Holiday	35 days bookable days pro rata Plus 8 public holidays Two weeks at Christmas
Level of Disclosure for this post	Enhanced
Costs incurred as a result of employment	All reasonable costs incurred as a result of carrying out the responsibilities of the post (additional travel, subsistence, etc.) are reimbursed provided that approval is obtained in advance. Claims (supported by receipts) are submitted on a monthly basis (more often if appropriate) for processing.
Smoking	The College has designated smoking areas on site.
Uniform	Employees are expected to wear a uniform if one is provided.
Pension	The corporation will pay employer contributions to the TPS
Health Scheme	Employees may join the Health Scheme.
Union	Employees may join a Trade Union. The Group recognises Unison/UCU/NEU.