JOB DESCRIPTION

Job Title	Teacher of Social Science
Salary Scale/Grade	Spinal Point 25 – 38
Responsible to	Curriculum Manager
Date of Job Description	April 2026

Purpose
The Lecturer is responsible to the Curriculum Manager for providing the high-quality teaching learning and assessment, pastoral and academic support and programme leadership that will enable the College to meet these broad objectives. Team working and communications within an overall approach that values people will be of key importance.

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Main Duties and Responsibilities:

- Preparing schemes of work, resources and learning that will engage and stretch your students, including the development of e-learning resources
- The quality of the student experience in your lessons
- The volume, timeliness and quality of student assessment and feedback to enable progress and success
- Support and interventions to ensure good or outstanding student progress
- Along with your students themselves, meeting minimum target grades
- The achievement of outcomes and retention which meet or exceed targets set
- Accurate and timely register completion
- Taking a pro-active approach towards your own professional development
- Liaison with parents/carers and other staff to ensure student progress

General

- To provide a high level of customer service to students, staff and visitors
- To fulfil your duty not to discriminate against students or potential students or staff
- To assist in the promotion of positive attitudes towards diversity and foster good relations between different people throughout the organisation
- To comply with the College Equality, Diversity and Inclusion Policy
- To understand and adhere to the duties and responsibilities arising from College policies and procedures relating to safeguarding and child protection
- At all times, challenge students who are not displaying ID badges and ensure appropriate interventions re in place for those who persistently do not adhere to this requirement
- Participate in relevant College quality assurance procedures, including performance review, professional development and the departmental self-assessment review process.
- Comply with the College Health and Safety Policy and take responsibility for your own health and safety and that of other users of the College premises
- Complete all required training as set by COPC, such as relevant Health & Safety training

College Expectations?

- To participate in and attend fortnightly 1:1 meetings to receive feedback, discuss performance and recognise achievements
- Participates in, and co-operates with, own Talent Development Review to ensure that job-related targets are met and ongoing staff development in line with the College's aims.
- Carries out Continuing Professional Development (CPD) relevant to the role, including subject or professional updates.
- It is the responsibility of the post holder to promote equal opportunity values, College values and recognition of diversity and inclusion throughout the College
- It is the responsibility of the post holder to commit to safeguarding and promoting the welfare of students within the College
- The post holder will undertake their duties in full accordance with the College's policies and procedures relating to Data Protection and confidentiality
- The post holder will undertake their duties in full accordance with the College's Health and Safety policies, procedures and risk assessments

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Additional Duties

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 within the area

General

The job description is a current statement of the duties and tasks required of the post holder. Duties may be varied from time to time provided they do not change the general character of the job level or responsibility entailed.

PERSON SPECIFICATION

Job Title	Teacher of Social Science
Department	Social Sciences
Salary Scale/Grade	Spinal Point 25 – 38

Criteria	**Description**	**Essential Desirable (E/D)**	**Assessed By Application Interview Test**
Education & Qualifications	A good standard of basic education (Maths and English GCSE pass or equivalent)	E	A/T
	2 to 3 A Level passes or equivalent in a relevant subject		A
	Undergraduate Degree or equivalent in a relevant subject	E	A
	A relevant higher degree PGCE QTS/QTLS	D	A
Experience	Proven track record of successful teaching of 14-19 year olds (this could be through teaching practice if the candidate is an NQT or on a PGCE)	E	A
	Ability to teach either Psychology, Sociology and/or Criminology	E	A
	Relevant industry experience	D	A

	Able to teach A-levels in Psychology or Sociology	D	A
	BTEC delivery experience	D	A
Skills, knowledge, and competencies	Ability to use, or willingness to learn how to use hand-held technology to promote learning	E	A
	Ability to confidently relate well to students of all abilities	E	A
	Ability to differentiate for ability levels	E	A
	Excellent communication skills	E	A
	Commitment to safeguarding and student support	E	A
	Exam board examiner, moderator or marker.	D	A
	Awareness of current issues and initiatives within the 14-19 sector	D	A
Other	Positive and highly student centred	E	A
	Enthusiastic about their role and working with 16-25 year olds	E	A
	An effective team member who is collaborative	E	A
	Self-motivated and show initiative	E	A
	Keen to establish the highest possible standards	E	A
	Equality and Diversity aware and actively promotes E&D fully	E	A
	Imaginative, creative and innovative	E	A
	Responsive to individual student needs; a good role model for them	E	A
	Reliable, professional and trustworthy, and a good college ambassador	E	A
	Approachable and welcoming to students, parents, colleagues and our community	E	A
	Well organised with very good time management skills	E	A
	Willing to participate and share in training, curious and keen to learn	E	A
	Willing to contribute to the broader professional, social and enrichment aspects of College life.	E	A
	Set and achieve challenging personal targets;	E	A
	Have a sense of humour and enjoy their work and encourages fun	E	A

	Be prepared to make a contribution to whole college events and activities	E	A
	Analytically smart – understands employability skills and entrepreneurship	E	A
	Curiously smart – develops new ideas, sees problems to solve, stays calm	E	A
	Resilient, anticipates and prevents problems	E	A
	Respectful of our students and colleagues and treats others well	E	A
	A commitment to equality of opportunity and widening access to education for all	E	
	This post is subject to an enhanced Disclosure and Barring Service check.	E	

The City of Portsmouth College is committed to safeguarding and promoting the welfare of children and young people in or college. All successful candidates will be subject to an enhanced Disclosure and Barring Service check.