

## 19-081 Hourly Paid Teacher in Access - Biology

<b>Hours:</b>	0 – 15 hours per week
<b>Salary:</b>	£22.8927 - £24.9624 per hour of teaching
<b>Duration:</b>	Permanent
<b>Location:</b>	Colchester

**Are you ready for your next career move in a dynamic and rewarding environment?**

**This is an exciting opportunity to play a role in boosting the opportunities and self-belief of young people as an enthusiastic Teacher in Access – Biology.**

The College we will soon be opening our new innovative 'Centre for Health and Care' which will transform Health and Care curriculum delivery over time in Science, Access and Health and Social Care.

Colchester Institute's mission to deliver first-class education, professional development and technical skills training to develop careers and strengthen the local economy. Our core values include placing the success and wellbeing of students and an outstanding student experience at the heart of our choices.

We are looking for someone who can provide inspirational teaching on a range of Biology subjects.

If successful, you will be welcomed to the College with a full induction programme to support you in your new role. The College is also committed to staff development and offers an excellent staff benefits package.

<b>Closing date:</b>	<b>30<sup>th</sup> September 2020</b>
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To apply please complete our Application form and return by email to [jobline@colchester.ac.uk](mailto:jobline@colchester.ac.uk) or by post to the Human Resources Team, quoting the job reference. We do not accept CV applications however, CV's can be provided in addition to our Application Form as supporting information if you wish.

<a href="#">Download Application Form (.docx)</a>	<a href="#">Download Application Form (PDF)</a>
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All jobs at Colchester Institute require a Disclosure & Barring Service (DBS) check.

Please contact Human Resources on [jobline@colchester.ac.uk](mailto:jobline@colchester.ac.uk) or call 01206 712333 if you have any queries or would like further information.

### Additional Information

*Colchester Institute is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.*

*We strive to be an Equal Opportunities employer. All applicants who are offered employment will be subject to a Criminal Records check from the Disclosure and Barring Service.*

*Please visit our website [www.colchester.ac.uk](http://www.colchester.ac.uk) to obtain further details about the College.*

### **Colchester Institute Job Description**

<b>Job Title:</b>	<b>Hourly Paid Teacher in Access - Biology</b>
<b>Regulated Activity:</b>	<b>Yes</b>
<b>Responsible To:</b>	<b>Area Head of Access, Health and Social Care and Science</b>
<b>Line Management of other staff:</b>	<b>No</b>
<b>Location:</b>	<b>Colchester</b>
<b>Salary:</b>	<b>Range 23 - 26</b>

#### **Purpose Statement:**

**To carry out teaching appropriate to the requirements of individual courses and students.**

#### **Main Duties & Responsibilities:**

<b>1</b>	To prepare appropriate teaching material
<b>2</b>	To maintain appropriate student attendance records as required
<b>3</b>	To maintain student discipline
<b>4</b>	To set, mark, record and return relevant coursework and assessments
<b>5</b>	To attend, as required, up to 3 meetings a year as specified by the Director of Faculty. They may include parents' evenings, course review meetings and curriculum development meetings
<b>6</b>	To take part in the College's appraisal scheme and staff development programme as appropriate
<b>7</b>	To refer to the appropriate full-time lecturer (Course Tutor, Personal Tutor, Programme Manager) student progress as required and any incident or behaviour which may require further investigation, support or counselling
<b>9</b>	To develop and update personal professional expertise in the relevant areas.

10	Adhere to and promote the College's Safeguarding, Equality & Diversity, College Values and Health and Safety policies and practices.
11	To undertake any other associated duties determined by the college.

*This job description is current as the date shown. It may be amended in any way following consultation with the post holder to take account of changes or anticipated changes in the organisation or management of Colchester Institute*

## Colchester Institute Person Specification

### Position: Hourly Paid Teacher in Access - Biology

	Essential	Desirable	How is this assessed?
<b>Qualifications</b>			
Education to level 3 or above and/or a professional qualification in Biology/Human Biology or equivalent	✓		A / I
Minimum of Level 2 qualification in English and Mathematics GCSE 4+ or C and above / CSE Level 1 / O-Level C or above / Level 2 Adult Numeracy or Literacy or equivalent	✓		A / I
Level 5 Teaching Qualification / completing within 3 years of employment or 3 years of the first available course	✓		A / I
Assessor/Verifier Awards		✓	A / I
<b>Experience</b>			
Significant recent work experience in the relevant vocational area	✓		A / I
Recent teaching or training experience		✓	A / I
<b>Knowledge and Skills</b>			
Able to demonstrate an ability to enthuse, inspire and develop others	✓		A / I
Excellent interpersonal, oral and written communication skills	✓		A / I
Committed to safeguarding the welfare of children and vulnerable adults, creating a safe learning environment and an understanding of the safeguarding practices	✓		A / I
Have a degree of computer literacy (although further training can be provided)		✓	A / I
<b>Personal Attributes</b>			
A strong commitment to equality and diversity	✓		A / I
Enjoys working collaboratively and seeking collaborative opportunities	✓		A / I

Ability to work flexibly to meet changing needs and work demands	✓		A / I
Continuously improving and commitment to own personal and professional development	✓		A / I

KEY:

A	Application
I	Interview
P	Presentation/Micro-teach
T	Test