



## JOB DESCRIPTION

Post:	Sessional Lecturer
Reports to:	Curriculum Team Manager
Salary:	Sessional hourly rate

### **CREATING GREAT FUTURES**

At Croydon College Group our staff are passionate and committed to achieve the very best outcomes for our students. We recognise and value our people as our most important asset in achieving each of the aspirations within our [College's Strategic Plan 2019-2024](#). We believe it is through our people that an excellent student experience will be delivered, and this will have a positive impact in our local community. We value inclusion and we are committed to the promotion of equality, diversity, and inclusion, ensuring we have a diverse, skilled, and motivated workforce who are empowered and engaged. This makes our College a unique, vibrant and rewarding place to work.

Our visions and values ensure that we put our students first and value our staff. You can view a short video on our vision and values [here](#).

### **Croydon Campus**

Our Croydon campus is centrally located near to East Croydon station offering a wide range of transport options and easy access to many areas. It's central location in Croydon means we are closely linked with our local community and all that Croydon has to offer. Croydon College can trace its history back to 1868 when Croydon School of Art was first established. Subsequently, a rich and interesting history followed leading to the Croydon Technical College opening its doors for the first time in 1955 and was finally completed and formally opened by the Queen in 1960. In 1974 the College was renamed Croydon College and has remained as such on the main Fairfield site ever since.

Our wonderful campus has recently undergone refurbishment and we are proud of the modern learning facilities we offer to our students, including recent investment in our clinical nursing suite, and refurbishment of our learning spaces with interactive technologies.

## **Coulsdon Campus**

Coulsdon Sixth Form College was formed in 1988 on the site of the former Purley High School for Boys which existed from 1914 to 1988. Originally located in Purley, in 1936 it relocated to Placehouse Lane, Old Coulsdon. Our wonderful campus remains in the heart of Old Coulsdon, having had a complete rebuild, which offers exceptional learning facilities to our students, and a fantastic working environment for our staff.

## **JOB DESCRIPTION**

### **Overall Purpose Scope:**

To successfully deliver teaching and learning enabling our students to continue to expand their educational, vocational and personal development and achievements. You will be able to communicate and engage well with students to identify and teach through a variety of different learning strategies and provide individualised support in accordance to their requirements and the programme objectives.

### **Main Duties and Responsibilities**

1. To adopt appropriate learning strategies having given due consideration to intended learning outcomes and the characteristics and needs of the learners.
2. To communicate effectively with students and respond appropriate to their needs.
3. To deliver the curriculum effectively so that it aligns with Ofsted requirements and meets the needs of learners, local employees and wider community.
4. To adopt appropriate learning strategies having given due consideration to the length of the session, intended learning outcomes and the characteristics and needs of the student body.
5. To ensure appropriate student participation in the teaching and learning process in classes, exercises, case studies etc.
6. To contribute to programme induction as required by the CTM / Head of School.
7. To liaise with key stakeholders to promote, develop and implement an effective curriculum relevant to community needs.
8. To maintain regular liaison with learners and colleagues and engage in collaborative working with staff and managers.
9. To ensure that there is an appropriate marking framework for assessed work, and that the framework is known to, and used by, all members of the teaching team, and that students are aware of and understand the framework.
10. To ensure that all assessments are fairly marked and graded and that there is consistency between gradings.
11. To ensure that all students are informed of the rules, procedures and sanctions governing conduct in all College activities.
12. Provide students with appropriate tutorial support in accordance with programme and individual requirements.

## Person Specification

<b>Qualifications</b>	<ul style="list-style-type: none"><li>• Relevant Degree (or must form significant part of degree programme) OR Level 5 Subject Specialism Diploma, as well as relevant teaching experience</li><li>• Teaching Qualification (or studying towards)</li><li>• Level 2 in Maths &amp; English</li></ul>
<b>Experience</b>	<ul style="list-style-type: none"><li>• Up to date knowledge of current practice and ability to deliver a current curriculum.</li><li>• Good interpersonal, organisational and IT skills, applying digital technologies to learning.</li><li>• An awareness of the needs of students in post-16 education, including a knowledge of student wellbeing and safeguarding.</li><li>• Demonstrable ability to participate in curriculum planning, coursework design and moderation.</li></ul>
<b>Skills &amp; Attributes</b>	<ul style="list-style-type: none"><li>• A demonstrable ability to communicate effectively with students, including adapting communication styles where needed.</li><li>• A strong student focus and commitment to the outcomes for our learners.</li><li>• A commitment to continuous learning and personal development.</li><li>• Commitment, enthusiasm and flexibility in the delivery of teaching.</li><li>• The ability to meet deadlines and managing conflicting demands.</li><li>• Working in an inclusive and collaborative way, engaging with colleagues and sharing best practice across the College and within the wider College Group.</li><li>• A demonstrable commitment to equality, diversity and inclusion, ensuring the College is a positive and inclusive learning environment.</li></ul>

NB: This job description and persona specification outlines a range of main duties. It is not exhaustive and can be varied in consultation with the post holder in order to reflect changes in the job or the organisation.

### **Safeguarding**

This post is recruited in line with Safer Recruitment practices. You must demonstrate in your application, your ability to work in a way that promotes the safety and wellbeing of children and young people. If you are successful, this post will be subject to an enhanced DBS check and other onboarding requirements in line with the [Keeping Children Safe in Education Guidelines](#).

## **Staff Benefits**

Apart from our great location, our wonderful staff and positive culture, we also offer a range of other staff benefits. This includes:

- Generous annual leave
- Defined benefit pension schemes
- Cycle to work scheme
- IT salary sacrifice scheme
- UNIDAYS online discount
- Costco membership card
- TOTUM NUS Extra Card
- Annual season ticket loans
- On-site [Aura Hair and Beauty Salon](#) offering hairdressing, beauty and complementary therapies at competitive prices
- Access and use of the College library

We also value staff development and have 7 days a year planned for staff development, including elements of team development, socialisation and staff wellbeing.

## **Next Steps**

If you are as passionate about making a difference, we look forward to receiving your application and joining our great college group.