

Job Description

Job Title:	Lecturer in Hospitality and Food Studies
Responsible To:	Area Head Hospitality and Salon Studies
Line Management of other staff:	No
Location:	Colchester
Salary:	£32,238 - £39,620 per annum
Date of last review:	April 2024

Purpose Statement:

To undertake course leadership, curriculum development and teaching responsibilities across a range of Level 1-3 Professional Chefs programmes, as a Band 2 Lecturer within Hospitality and Salon Studies.

Main Duties & Responsibilities:

1	To undertake course leadership and teaching responsibilities within Hospitality.
2	To undertake a teaching role across a range of Level 1-3 Professional Chefs curriculum.
3	To lead in the effective, efficient management and administration of Professional Chefs curriculum. To prepare and design curriculum involving stakeholders and industry needs.
4	To prepare, plan and conduct effective teaching appropriate to the needs of individual students, courses and the curriculum. Monitor and support learners across whole study programme adhering to college policy, to support students in achieving and gaining work in industry.
5	Maintain high expectations of learner's work, commitment, and behaviour, taking action to ensure the highest of standards are met at all times.
6	To reflect continuously and improve the quality of teaching and learning within your sessions. Utilising and developing online resources to support student achievement.
7	To monitor standards of students' work in line with awarding body guidelines.
8	Maintain up to date knowledge of developments within industry, and contribute to planning new curriculum, course design and development.
9	Achieve appropriate targets agreed with your line manager including learner welfare, recruitment, attendance, retention, success and destination.
10	Contribute to the marketing and promotion of courses, including attendance at open events throughout the year.

11	Ensure compliance with study programme guidelines including monitoring and tracking of learner progress and planning support and interventions where necessary.
12	To develop and update personal professional expertise in the relevant areas.
13	Adhere to and promote the College's Safeguarding, Diversity, Equity & Inclusion, College Values and Health and Safety policies and practices.
14	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

Person Specification
Job Title: Lecturer in Hospitality and Food Studies

Qualifications	Essential	Desirable	How is this assessed?
Education to level 3 or above and/or a professional qualification in Professional Chefs or equivalent.	✓		A
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
Level 5 Teaching Qualification / completing within 3 years of employment or 3 years of the first available course.	✓		A
Assessor/Verifier Awards.	✓		A
Quality Assurance Qualification.		✓	A
Experience	Essential	Desirable	How is this assessed?
Course Leadership experience of managing a successful course within the Hospitality industry.	✓		A / I
Experience of teaching, training and assessing groups of learners with a high level of success.	✓		I
Evidence of well-planned and effective delivery in both practical and theory, using a wide range of interactive resources.	✓		I
Curriculum development experience.	✓		A / I
Knowledge and Skills	Essential	Desirable	How is this assessed?
Good communication skills with ability to work effectively with employers, customers, academic and support staff.	✓		I
Experience of producing publicity and promotional material.	✓		A / I
Ability to organise, deliver train and monitor individual student progress for their whole study programme.	✓		I

Understanding and commitment to safeguarding the welfare of children and vulnerable adults, creating a safe learning environment.	✓		I
Personal Attributes	Essential	Desirable	How is this assessed?
A strong commitment to Equity Diversity, and inclusion.	✓		I
Enjoys working collaboratively and seeking collaborative opportunities.	✓		I
Ability to work flexibly to meet changing needs and work demands.	✓		I
Continuously improving and commitment to own personal and professional development.	✓		I

KEY:

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