



The CCSW Lecturer Development Programme

Cheshire College – South & West is the largest provider of post-16 education in the region, offering exciting opportunities to over 11,000 learners and 1,000 Apprentices, who all have access to world-class facilities as a result of a £120m investment in the latest technology and real working environments, at modern Campuses in Crewe, Ellesmere Port and Chester.

This programme has been designed for:

- Lecturers and assessors who have recently started at the College
- Lecturers and assessors who are training to teach whilst under employment with the College
- Lecturers and assessor who are newly qualified
- Industry experts who are new to the teaching profession
- Lecturers and assessors who require additional support to improve performance

Category	Detail of Support	Period of Time
Lecturers and assessors who have recently joined the College	<ul style="list-style-type: none">• A full College induction• Assigned mentor within the relevant curriculum area• Termly 1-2-1 with a member of the Quality team• A minimum of one developmental non-graded observation to support development	9 months
Lecturers and assessors who are training to teach whilst under employment with the College	<ul style="list-style-type: none">• A full College induction• Assigned mentor within the relevant curriculum area• Monthly Community of Practice session with other trainee lecturers led by a member of the Quality team• Termly 1-2-1 with a member of the Quality team• Ongoing developmental non-graded observations to support development	12 months or full academic year
Lecturers and assessors who are newly qualified	<ul style="list-style-type: none">• A full College induction• Assigned mentor within the relevant curriculum area• Monthly Community of Practice session with other newly qualified lecturers led by a member of the Quality team• Termly 1-2-1 with a member of the Quality team• Ongoing developmental non-graded observations to support development	12 months or full academic year

Industry experts who are new to the teaching profession	<ul style="list-style-type: none"> • A full College induction • Enrolment to a teaching/ assessing course which will lead to a recognised teaching qualification • Assigned mentor within the relevant curriculum area • Monthly Community of Practice session with other industry experts led by a member of the Quality team • Termly 1-2-1 with a member of the Quality team • Ongoing developmental non-graded observations to support development 	12 months or full academic year
Lecturers and assessors who require additional support to improve performance	<ul style="list-style-type: none"> • A diagnostic 1-2-1 session with a member of the Quality team • Fortnightly 1-2-1 with line manager and a member of the Quality team • Bespoke improvement plan, tailored to the individual's performance needs • Developmental non-graded observations 	6-8 weeks

Information for all new starters:

Ahead of the agreed start date, the newly qualified lecturer or employed trainee, will attend a 1-2-1 session with their line manager who will share the following:

- The College's vision, mission and values document
- Organisation chart
- Key contact information for relevant staff (to include exams, networks, MIS and Quality)
- Guide them to where policies and processes can be found
- Provide short induction to College computer systems (MyDay, ProSol and ProMonitor)
- Share key safeguarding information
- Share current planning documentation
- A campus map
- Information about the CCSW Lecturer Development Programme

All new starters, regardless of previous experience, will be given a CCSW New Starter Passport, with key tasks to complete with the first 3 months of employment. The tasks within the passport are compulsory for all new starts to complete. The tasks will include:

- ProMonitor training
- Rosenshine training
- Barriers to learning training
- Microsoft Teams training
- Data protection task
- Exam board/awarding organisation training
- Had a coffee using new starter Costa voucher

Progress against the tasks will be reviewed within the first probationary review.