# Practical Skills Teacher

**Reports To:     Academy Manager**

## Job Purpose:

To deliver and support practical instruction and assessment to the requisite standard.

## Key Responsibilities

1. Teach and assess students in practical work associated with a range of programmes within the Department.

2. Prepare essential teaching materials and assessment tests in accordance with the national standards and quality specified by the appropriate Award Bodies and the Industrial Lead Bodies of the National Council for Vocational Qualifications and other relevant industry bodies.

3. Set up practical work areas, ensure that safe systems of work are implemented and maintained, and administer first aid if necessary.

4. Attend and take an active part in programme team meetings.

5. Assist with the recruitment and selection of students.

6. Give guidance and counselling to students on matters relating to their study programmes.

7. Carry out basic maintenance of training equipment in your area of responsibility. Report major defects, ensuring that maintenance is carried out to approved safety standards.

8. Maintain stock levels and records of materials and equipment and report deficiencies in good time.

9. Supervise students on study visits.

10. Maintain up to date knowledge of trade practices and equipment.

11. Comply with departmental and College administration procedures.

12. Carry out any reasonable task relevant to the grade/role.

**NOTE**

This role profile is intended to provide an overview of the role in the context of the ambition of City College Plymouth.

The overview of responsibilities is listed for convenience and is not in any order of priority or significance.  It is agreed that the significance of different aspects of the role will vary at different times and that all accountabilities are of potentially equivalent significance.

## Person Specification

| Post: Practical Skills Teacher | Essential | Desirable |
|---|:---:|:---:|
| **Qualifications** | | |
| Industrially relevant qualifications to minimum of level 4 | ✓ | |
| GCSE English and Maths at Grade C or above, or equivalent | ✓ | |
| TDLB Assessor Awards – ideally you will hold D32/33 (or equivalent 'A' awards) or will be willing to work to work towards achieving the assessor award within your first year | | ✓ |
| D34 or equivalent 'V' award, Internal Verifier, would be desirable | | ✓ |
| Certificate in Education / PGCE / CTLLS / DTLLS or equivalent (or prepared to work towards) | | ✓ |
| **Industrial/Commercial Experience** | | |
| Post apprenticeship/degree experience in a relevant industrial sector. | ✓ | |
| Experience in life casting, prosthetics and wig making | | ✓ |

## Role Context

City College Plymouth expects staff to:
● Work within the context of the College's core values, code of conduct, quality requirements and ethos of continuous improvements.
● Undertake their duties in accordance with College policies and procedures, particularly with respect to:
➢ Safeguarding Children and Safer Recruitment in Education, including Prevent;
➢ Human Resources policies and procedures;
➢ Health and Safety policies and procedures;
➢ Equality, Diversity and inclusion policies and procedures;
➢ The College's policy on the confidentiality of data stored electronically, and by other means, in line with data protection legislation.
● Keep abreast of developments in their own area of expertise and undertake staff development opportunities where identified and approved, subject to funding.

Date: February 2019

● Undertake such other duties commensurate with the grade of the post as may be reasonably be required
● You may be required to be trained to administer First Aid.

This Job Description is current at the date shown. It is liable to variation by management, in consultation with you, to reflect or anticipate change in, or to, the job.

Other supporting information can be found on the College's website.

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## Additional Information

**Hours of Work** **:** **Part-time. Variable hours**

**Salary Range** **:** **£10.96 - £11.53 per hour**

**Closing Date** **:** **Midnight on Thursday 27 January 2022**

Date: February 2019