CINO112922 – Assessor/Trainer in Hairdressing	
Hours:	37 hours per week, 52 weeks per year
Salary:	£26,745 - £30,100.38 Per annum
Duration:	Permanent
Location:	Colchester

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

Colchester Institute's mission is to deliver first-class education, professional development and technical skills training to develop careers and strengthen the local economy. Our core values include being student-focused with students at the heart of our decisions and priorities and being an employer that recognises, values and develops our staff.

Our Salon Studies courses are delivered by highly qualified tutors with a wealth of experience in the Hairdressing and Beauty Therapy industries and their professional expertise is valued by our students. Salon studies courses focus on the practical skills required for employment in the industry and include introductory diplomas and qualifications in hairdressing, beauty therapy techniques, aromatherapy, reflexology and body massage.

The successful applicant will have demonstrable experience of working in the Hairdressing industry, experience of training and assessing groups of learners and will hold a level 3 qualification in Hairdressing.

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.

Closing date:	**22nd September 2021**

To apply please complete an Application form on our website.

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 to obtain further details about the College.

Colchester Institute Job Description

Job Title:	**Assessor/Trainer in Hairdressing**
Regulated Activity:	**Yes**
Responsible To:	**Area Head of Hospitality and Salon Studies**
Line Management of other staff:	**No**
Location:	**Colchester**
Salary:	**Range S26-30**

Purpose Statement:

To train/assess candidates within industry and college environment.

Oversee and take responsibility for the quality of curriculum provision undertaken by apprentices within Hairdressing.

To monitor and assess on hairdressing reception.

Main Duties & Responsibilities:

1	To oversee the training and assessment carried out by all students taking responsibility for the quality of work.
2	Liaise effectively with employers to meet recruitment targets.
3	To carry out HAS checks with employers ensuring that the premises meet the H&S requirements.
4	To liaise effectively with employers and assess candidates within the workplace.
5	To keep and maintain accurate records and documentation in line with Colchester Institute and awarding body policies.
6	To competently and professionally liaise with employers to market our curriculum offer.
7	To attend regular programme meetings and briefing sessions in line with curriculum policies.
8	To complete appropriate awarding body documentation and ensure compliance of required procedures as requested by Area Head.
9	To monitor and assess candidate progress including carrying out regular progress reviews and target setting.

10	To assist in the promotion and marketing of programmes within your team and centre of study.
11	To participate in the college's performance and development review scheme.
12	Adhere to and promote the College's Safeguarding, Equality & Diversity and Health & Safety policies and practices.
13	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.

Position: Assessor/Trainer in Hairdressing

	Essential	Desirable	How is this assessed?
Qualifications			
Education to level 3 or above and/or a professional qualification in Hairdressing 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
Assessors qualification	✓		A
Introduction to Teaching Award (PTTLS) or equivalent	✓		A
Level 5 Teaching Qualification		✓	A / I
IQA Qualification		✓	A / I
Experience			
Demonstrable current experience of working in the Hairdressing industry.	✓		A / I
Experience of training and assessing groups of learners.	✓		A / I
Knowledge and Skills			
Demonstratable good organisation skills.	✓		I
Excellent I.T skills	✓		I
Excellent interpersonal, oral and written communication skills	✓		I
Committed to safeguarding the welfare of children and vulnerable adults, creating a safe learning environment and an understanding of the safeguarding practices	✓		I
Understanding of end point assessments		✓	A / I

Personal Attributes			
Ability to work flexible hours as required to carry out workplace visits and training on site.	✓		I
A strong commitment to equality and diversity and how it affects classroom practice.	✓		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