

Job Description

Job Title:	Lecturer in Science
Responsible To:	Assistant Area Head of Access, Health and Social Care and Science
Line Management of other staff:	No
Location:	Colchester
Full-time Salary:	£29,507 - £32,238 per annum
Date of last review:	November 2023

Purpose Statement:

We are looking for a Lecturer in the Area of Health & Social Care, Science and ESOL to join the existing team to provide quality teaching and learning for science students, preparing appropriate teaching material and carrying out teaching to the requirements of individual courses and students. The areas needed are in forensics, biology and applied sciences.

Main Duties & Responsibilities:

1	Comprehensive teaching responsibilities (designing schemes of work, assessing, preparation, delivery, marking, leading on student guidance and selection procedure, individual student tutoring and marking/promoting courses/attending open events). This will include a future commitment to undertake delivery of evening classes on and off-site as required (minimum of one per week).
2	Supporting the course leadership elements as associated with Band 1 Lecturer role, including related pastoral, administrative and curriculum development responsibilities as part of the Areas' Health & Social Care, Science and ESOL core team.
3	Work with Area Head, Assistant Area Head and other course leaders to ensure management of quality provision throughout the different programme's delivery teams.
4	To maintain student discipline.
5	Maintain quality of provision by participating in ongoing internal verification procedures and processes and ensuring appropriate requirements for external verification, communicating outcomes to senior colleagues as required.
6	To monitor standards of students' work against awarding body guidelines and to raise achievement levels
7	To develop and update personal professional expertise in the relevant areas.
8	To develop and update personal professional expertise in the relevant areas.
9	Adhere to and promote the College's Safeguarding, Diversity, Equity & Inclusion, College Values and Health and Safety policies and practices.

10	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 Science

Qualifications	Essential	Desirable	How is this assessed?
Education to Level 3 or above and/or a professional qualification in relevant subject area 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 / I
Assessor/Verifier Awards		✓	A
Experience	Essential	Desirable	How is this assessed?
Experience of teaching BTEC Applied/Forensic Science provision.	✓		A / I
Experience within Further and/or Higher Education, and is able to teach across a range of courses including Access to HE		✓	A / I
Able to demonstrate experience of working with learners with a wide range of needs.	✓		A / I
Knowledge of and ability to implement the criteria of awarding bodies.		✓	A / I
Experience of learner recruitment.		✓	A / I
Knowledge and Skills	Essential	Desirable	How is this assessed?
Innovative and flexible approach to supporting students.	✓		A / I
Proven ability to work as part of a team.	✓		A / I
Good time management/organisational skills.	✓		A / I
Excellent interpersonal, oral and written communication skills	✓		A / I

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

KEY:

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