

Post:	Lecturer – Supported Learning (SEND)
Contract:	Hourly Paid
Hours:	Variable
Reporting to:	Simba Nziramasanga
Salary:	£24.71– £26.78 per hour

Key Purpose:

We are seeking a qualified and highly motivated professional with a comprehensive knowledge of learners with SEND to teach Entry Level students in our Supported Learning department. The successful candidate will be responsible for teaching, learning and assessment across a variety of Independence, Employability and Pathway to Vocational Studies programmes.

Main Duties and Responsibilities:

- Deliver the curriculum as relevant to the age and ability group/subjects that you teach with the ability to deliver within both a classroom and online setting.
- Be responsible for the preparation, the development of teaching materials, the delivery of teaching and marking of students' work.
- Undertake all pastoral arrangements as appropriate.
- Be accountable for the attainment, progress and outcomes of students you teach.
- Be aware of students' capabilities, their prior knowledge and starting point, plan schemes of work that differentiate appropriately to build on these, demonstrating knowledge and understanding of how students learn.
- Demonstrate an understanding of and take responsibility for promoting high standards of Maths and English.
- Use an appropriate range of observation, assessment, monitoring and recording strategies as a basis for setting learning objectives for students of all backgrounds, abilities and dispositions, monitoring learners' progress and levels of attainment.
- Make accurate and productive use of assessment to secure learners' progress
- Give students regular feedback, both verbally and through accurate marking, and encourage learners to respond to the feedback, reflect on progress, their emerging needs and to take a responsible and conscientious attitude to their own work and study



Expectations of the Post Holder:

1. Ensure that the College policy for equality and diversity of opportunity is adhered to and promoted in all aspects of the post holder's work
2. Ensure effective quality control and continuous improvement in all aspects of the work and responsibilities attached to this post, in keeping with the College's quality assurance procedures and systems
3. Undertake responsibilities for safeguarding and protecting the welfare of children and vulnerable adults
4. To comply with and promote College Health and Safety policies and procedures and to undertake recommended Health and Safety training as and when necessary
5. Be committed to professional self-development, through participation in in-service training as necessary for the successful carrying out of the job
6. Undertake such other duties as are commensurate with the grade of the post, as may be reasonably required at the initial place of work or at other locations in the College
7. All lecturers appointed to the College can be required to teach a broad range of courses within the curriculum area to a variety of age groups Basic Skills and Learning Support (For all teaching and lecturing posts)
8. All tutorial staff at the College are expected to support students to develop their English and Maths skills, using teaching, learning and assessment opportunities within the curriculum or through the delivery of Additional Learning Support, to do so. You will be expected to mark students' work carefully and thoroughly, giving advice on how it could be improved, and also correcting spelling, grammar and vocabulary when necessary.

All teaching staff at the College are expected to support students to develop their English and Maths skills, using teaching, learning and assessment opportunities within the curriculum or through the delivery of Additional Learning Support, to do so. You will be expected to mark students' work carefully and thoroughly, giving advice on how it could be improved, and also correcting spelling, grammar and vocabulary when necessary.

Newly appointed staff without a Level 2 English and Maths qualification will be supported with in-service training to develop their professional skills to enable them to confidently develop the English and Maths skills of their students.

N.B. This job description is designed to outline a range of main duties that may be encountered. It is not designed to be an exhaustive listing of tasks and can be varied in consultation with the post holder in order to reflect changes in the job or the organisation.

Person Specification

	Criteria	Essential	Desirable
Qualifications / Professional Development	An undergraduate degree in relevant area/discipline		X
	A recognised teaching qualification e.g. DTLLS, PCET, PGCE or QCF Level 5 Diploma in Education A PTLLS or CTLLS teaching qualification	X	
	GCSE English and Maths or equivalent A-C	X	
	Evidence of teaching learners with SEND	X	
Knowledge / Experience	Recent experience teaching/lecturing learners with SEND.		
	Understand the unique learning styles of wide range of learners with SEND.		
	Understand how to support students effectively in the development of their learning	X	
	Understand how to support students effectively as a tutor	X	
	An understanding of and commitment to the College's Equal Opportunities policies and a willingness to promote equality of opportunity an all aspects of the work	X	
	Evidence of understanding and effective implementation of safeguarding policies and a commitment to creating a safe learning environment	X	
	Proven experience of effective skills development with learners in an advisory capacity.		X
	Experience of working with or mentoring young people	X	
	Experience of successfully supporting students' progress through tutoring.		X
Skills / Abilities	Excellent classroom management skills.	X	
	The ability to maintain, the presence of a positive role model.	X	
	Ability to work independently	X	
	The ability to work with challenging young people, understanding the learner's needs and their issues in a multicultural, urban environment and the ability to reflect these in relevant skills strategies and activities	X	
	Ability to organise key activities and events such as tutorials.	X	
	Excellent administrative and IT skills	X	
	Excellent interpersonal skills and the ability to communicate with a wide range of people	X	
	An ability to design, develop and deliver high quality tutorial materials	X	