**Role Profile**

**POST TITLE:** Associate Lecturer in Painting & Decorating

**PURPOSE OF JOB:** To provide support in a specified module or modules, including the prepapration and delivery of teaching sessions, practical and theory.

**RESPONSIBLE TO:** Director

The post holder must at all times, carry out their responsibilities in accordance with Company Policies, actively supporting the mission of the Sheffield College as outlined in the Strategic Plan.

Main duties may include but are not limited to:

1. Formal scheduled delivery of teaching and learning
2. Preparation and planning of teaching materials
3. Assessment and Moderation (where required)
4. Curriculum and assessment design
5. Responsibility for administration relevant to the post
6. Student support
7. Independent Studies provision
8. Attendance at staff meetings
9. Participiation in Continuous Professioal Development
10. Participation in student monitoring
11. Participation in quality assurance and controls procedure
12. To comply with the requirements of all company and Sheffield College Policies and Procedures

|  |  |
| --- | --- |
| **PERSON SPECIFICATION** | **Essential / Desirable** |
|  | **E/D** |
|  |  |
| **Qualifications** |  |
| A degree appropriate to the discipline being taught  Teaching qualification\*  Maths & English equivalent to GCSE grade ‘C’ or abpove, or equivalent | E  D  E |
|  |  |
|  |  |
|  |  |
|  |  |
| **Experience and Knowledge**  Working in a teaching and learning environment  Working in the industry specific to the subject being taught  Delivery and planning of teaching, learning and assessment  **Skills**  Ability to teach at the appropriate level  Ability to relate theory to practice  Confident in the use of technology  Aware of the appropriate resources and tolls used to enhance learning  Good presentation skills  **Personal qualities**  Ability to work to deadlines  Working independently or as part of a team  Ability to work creatively with young people and adults in a way which engages them with learning  Able to demonstrate good communication skills | E  E  E  E  E  E  E  E  E  E  E |
|  |  |
| |  |  | | --- | --- | |  | | |  | | |  | |  | |  | |  | |  | |  | |  | |  | |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |