

JOB DESCRIPTION

JOB TITLE: Lecturer in Equine Science (HE)

DEPARTMENT: Equine

OVERALL PURPOSE OF JOB:

To make a significant contribution to teaching and learning in the Curriculum Area as a HE/FE Lecturer in Equine Management & Science. To ensure full compliance with all college policies and procedures within designated areas of responsibility.

Bishop Burton College includes the Riseholme College campus and the postholder may be required to carry out duties at both campuses.

The following list of duties and responsibilities is not meant to be exclusive. It should be taken as an indicator of the type and level of activity expected of this post. The list does not represent either priorities or frequency of tasks and should be regularly updated by the post holder in consultation with and agreement of their line manager.

MAIN DUTIES & RESPONSIBILITIES:

1. To assure the quality of the student learning experience by effective delivery of formal scheduled teaching and tutorials paying due regard to learner progression towards successful completion.
2. To undertake the role of Course Manager/Group Tutor as appropriate, working effectively within teams responsible for devising, reviewing and maintaining effective management of learning programmes.
3. To provide regular assessment, progress reporting, marking of examinations and management/supervision of learner educational visit programmes.
4. To record in an accurate and timely manner data and information, including registers, withdrawals, transfers, assessments, examination results and learner progress.
5. Manage and maintain student morale and discipline working closely with college managers to assure an appropriate learning environment.
6. To keep up to date with academic/vocational subjects, develop and maintain links with industry, curriculum development, and assessment requirements relevant to the areas of teaching and competence.
7. Contribute to Quality Assurance processes in college, including Annual Course Review and Self assessment.
8. Take an active role in college marketing activities including advice and guidance of students, and attendance at promotional events.
9. To develop existing and initiate new curriculum development with college managers/course teams and to undertake research and other forms of scholarly activity as required.
10. To embrace new learning technologies/ILT and implement the same within own teaching.
11. In conjunction with college managers set and monitor targets in relation to recruitment, enrolment, retention, achievement, attendance and other teaching and learning outcomes. Ensure appropriate monitoring arrangements are in place for tracking progress of learners.

12. Ensure course and other curriculum quality files are maintained to include schemes/records of work, course reviews, action plans and tracking documents.
13. Establish effective contact with learners, parents/guardians, employers, validating bodies, external verifiers/examiners.
14. Contribute to a sensitive and supportive approach to equality and diversity.
15. Take part in all staff College events such as Lambing Sunday and Town & Country Day or equivalent.

The College is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and expects all staff to share this commitment. All staff therefore have a responsibility to promote and safeguard the welfare of children, young people and vulnerable adults in accordance with the nature of this post. A Disclosure & Barring Service check is carried out for all relevant appointments.

PERSON SPECIFICATION

	Essential	Desirable	How Identified
Experience	<p>Recent industry experience in Equine Management & Science</p> <p>Minimum of 1 years' experience of teaching Higher Education & Further Education students within this subject area</p> <p>Application of quality assurance processes</p>	<p>Related commercial experience</p> <p>Successful curriculum development or innovation</p>	<p>Application Interview</p>
Qualification/ Training	<p>Master's degree or equivalent qualification in an Equine related subject</p> <p>Evidence of continuous professional development</p>	<p>PhD (Equine related)</p> <p>Certificate in Education or equivalent qualification</p> <p>BHS AI Qualifications</p> <p>First Aid at work</p>	<p>Application Certificates</p>
Special Knowledge	<p>Child Protection Issues</p> <p>Equine Care, Health & management.</p> <p>Research methods</p>	<p>Sales & marketing</p> <p>Biological sciences</p>	<p>Interview</p>
Skills	<p>Able to form and maintain appropriate relationships and personal boundaries with young people</p> <p>Ability to evaluate own teaching and learning</p> <p>Ability to offer appropriate levels of support to students</p> <p>Ability to engage with students and develop their interest in the subject</p> <p>Proven ability to work under pressure and to meet deadlines/targets</p> <p>Good IT Skills</p> <p>Excellent communicator</p> <p>Good interpersonal skills with proven examples</p>		<p>Interview References</p>
Disposition	<p>Motivation to work with young people</p>	<p>Emotional resilience in working with challenging</p>	<p>Interview References</p>

	<p>Can do' attitude</p> <p>Openness and sincerity</p> <p>High levels of enthusiasm, Intelligence and discernment</p> <p>Good judgement</p> <p>Emotional intelligence</p> <p>Professional</p> <p>Flexible</p> <p>Independent</p> <p>Enthusiastic</p> <p>Innovative</p> <p>Willingness to work flexibly in a team with an enthusiastic and motivated approach to work</p> <p>Strong commitment to delivering and developing high quality teaching within these subject areas</p>	<p>behaviours and appropriate attitudes to use of authority and maintaining discipline</p>	
Other	<p>Fit for the duties of the post</p> <p>Current driving licence</p> <p>DBS check carried out on appointment</p>	<p>Mini Bus Driver</p>	<p>Medical Report</p> <p>DBS application made by College for successful candidate</p>
Special Interests	<p>A commitment to equality and diversity</p>	<p>Knowledge or experience of other curriculum areas within the college portfolio</p>	<p>Interview</p>