



GCSE English Lecturer

Full time 37 hours per week including evening teaching
£24,443 - £27,501 – Depending on experience + £4,602 market supplement
42 days holiday + bank holidays
Auto Enrolment into the Teacher's Pension Scheme
St Albans and Welwyn Garden City Campus

Are you passionate about English? Are you enthusiastic about motivating and inspiring students to fulfil their potential?

“Oaklands College, is a vibrant, inclusive and progressive Further Education College, with a commitment to student success provided through the best possible learning environment and student experience”

Oaklands College are looking to recruit an enthusiastic, high calibre English lecturer to teach predominantly GCSE English but also with the opportunity chance to teach on A-level English courses. As a lecturer in this department, you will be part of a highly-experienced team and working in a beautiful campus setting. You will be teaching students from a range of academic backgrounds who are keen to learn, and the majority of these will progress either onto higher education or into employment.

We are looking to appoint a dynamic lecturer who is dedicated to ensuring our students succeed. You will be part of the team to develop and drive the English strategy of the college and have the opportunity to make a real difference to the future of our students, enabling them to progress on to higher education or employment.

In addition, you will be involved in the recruitment and induction of students to learning programmes. You will be required to assist in the development, design, review and evaluation of the GCSE and associated learning materials. We welcome applications from graduates or candidates that hold a post graduate qualification and are keen to pursue a teaching career. Prior teaching experience of teaching GCSE English and A Level is desirable but not essential.

The college offers a structured induction programme for those new to teaching, you will be paired with an experienced mentor and start on a reduced teaching timetable, gradually increasing as your experience and skills strengthen. You will gain broad experience in a teaching environment from enrolment, SAR process to results day. You will also have the opportunity to experience a variety of departments at the college.

In addition to this, we will offer you in depth coaching and the opportunity to achieve a recognised teaching qualification.

Closing Date: Sunday 13th August
Interview date: Tuesday 22nd August – St Albans Campus

Job Description

SUMMARY OF POST

To provide professional teaching and learning services to students as contracted, with appropriate support.

KEY RESPONSIBILITIES

To:

- Deliver courses as nominated by the Manager and carry out all associated course administration.
- Produce schemes of work and lesson plans in advance and prepare teaching materials/resources for all teaching;
- Mark and assess student work promptly, accurately and objectively;
- Act as a personal tutor and therefore be responsible for a group of learners, providing timely, transparent and fair tutorial and other support to them as appropriate;
- Be responsible for learner progress, including setting and monitoring of learner targets;
- Comply with quality standards including undertaking internal verification work;
- Guide students toward extra support services in college;
- Prepare reports for external parties, for example, parents, employers, training agencies;
- Contribute to and attend meetings, events and working parties as requested;
- Ensure statistics for learner attendance and achievement are monitored and acted upon when necessary;
- Complete learner registers accurately and on time

Be aware of and follow College policies and procedures, with particular attention to health and safety, safeguarding, risk management, equality and diversity, quality and our values and behaviours. You will be required to attend training as necessary and update own CPD record.

CRITERIA

RECRUITMENT

- Holds the minimum of Level 3 subject specialist qualification or higher when necessary to teach the subject area at the required level and,
- 3 years relevant industry experience in the subject specialism where required

PERSON SPECIFICATION

(to be assessed at interview stage)

PERSONAL ATTRIBUTES

- Ability to work well with students of all backgrounds
- Ability to work both collaboratively with colleagues and on their own initiative
- A flexible and solution-focused approach to work
- Drive and passion to implement curriculum developments

SKILLS AND EXPERIENCE

- Effective organisational skills (self and workload)
- Extensive knowledge of own subject area
- (in addition to teaching ability) effective verbal and written communication skills
- Proficiency with software needed in role
- Experience of working with people in a learning environment

In consultation with the postholder it is liable to variation by the Principal to reflect or anticipate changes, in, or to, the post and the organisation. The job description gives an overview of the main responsibilities of the

role. The daily job will also involve any other duties and responsibilities, express and implied, which arise from the nature and character of the post.