

## JOB TITLE: Associate Lecturer - Barbering

### ROLE OVERVIEW

**Job Title:** Associate Lecturer in Barbering

**Grade:** Associate Lecturer

**Contact Hours:** Variable

**Contract:** Permanent

**Faculty:** Hospitality, Hair & Beauty

**Responsible to:** Head of Faculty

### KEY ROLE OBJECTIVES

To provide an outstanding learner experience through teaching, learning and assessment, enabling students to maximise their potential.

1. To prepare, plan for and teach agreed classes
2. To carry out the associated assessments for learners
3. To perform class administration as required

### 1. Teaching, Learning and Assessment

- 1.1 To provide effective teaching and learning
- 1.2 Undertake formal scheduled teaching duties
- 1.3 Prepare schemes of work, lesson and assessment plans.
- 1.4 Provide ongoing assessment and feedback to learners by setting and marking work both relevant and appropriate to the course.
- 1.5 Contribute to the maintenance of an effective, efficient and professional learning environment.
- 1.6 Ensure resource material and teaching reflect best practice, contributing to the quality of provision as measured by retention, attendance, success rates, grades and value added.
- 1.7 Participate in appropriate quality assurance procedures.
- 1.8 Prepare learners for a range of accreditation and assessments.
- 1.9 Maintain accurate and detailed student records including setting targets, grades, monitoring and reviewing progress.
- 1.10 Set and monitor Personal Targets and eILPs according to Faculty and College Policy.

## 2. Additional Duties

- 2.1 Promote a teaching, learning and working environment that is free from discrimination and where all students and staff are encouraged to express their individuality.
- 2.2 Be responsible for safeguarding and promoting the welfare of learners.
- 2.3 Undertake such additional duties as may be reasonably required commensurate with the level of responsibility within the College at any of the College's sites or place of work.
- 2.4 Promote and conduct your professional duties and responsibilities within the parameters of the College's agreed values and aims.

**Reviewed:** April 2024

# Person Specification

## Associate Lecturer – Barbering

### Assessment Criteria

- Evaluated on application form (A) and/or interview (I)

#### Experience

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##### Essential Criteria:

- Recent teaching and or training experience within the Barbering Industry (A/I)
- Proven industry excellence as a Barber (A)
- Experience of achieving targets (A)

#### Skills and Abilities

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##### Essential Criteria:

- Excellent verbal and written communication skills (A/I)
- Excellent time management skills (A/I)
- Ability to prioritise work and meet deadlines (A/I)
- Excellent organisation and scheduling skills (A/I)
- Ability to motivate and inspire learners (A/I)
- Attention to detail (A/I)
- Ability to record and report on progress (A/I)
- IT Literate – use of databases, competent user of Microsoft office (Word, Excel, Access and Power point) (A)

##### Desirable Criteria

- Experience of delivering or instructing in FE or the workplace (A/I)

#### Personal Qualities

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##### Essential Criteria:

- Enthusiasm and drive for all aspects of the hairdressing and barbering industry(A/I)
- Willing to share good practice (I)
- Ability to work effectively in a team and on own initiative (I)
- Flexible approach to working arrangements (I)
- Willingness to undertake further training if necessary (A/I)

#### Qualifications

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##### Essential Criteria

- A recognised vocational qualification at Level 2 or above or equivalent industry qualifications and experience as a Barber (A)
- Willingness to work towards and achieve TAQA (A1 and V1 or equivalent) (A)
- Willingness to undertake a Barbering L3 qualification if not held

### Desirable Criteria

- GCSE English & Maths at Grade C or 4 and above or equivalent (A)
- Teaching qualification (DTLLS/ Cert Ed / PGCE) (A)
- TAQA (A1 or V1 or equivalent education (A)

### Mandatory Requirement

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### Essential Criteria

- Commitment to safeguarding and promoting the welfare of children and vulnerable adults in College (I)
- Commitment to equal opportunities (I)

**Reviewed:** April 2024

# OUR VALUES ARE WHAT MAKE US, US!

**VISION:** To be an exceptional College

**MISSION:** To shape futures by delivering world-class education and training for our city and region

## AMBITION

- We are challenged and encouraged to push boundaries to enable us to realise our ambitions
- We are brave and take decisions that transform lives and foster achievement for all
- We are agile, future-focused and embrace digital technology and learning
- We believe in impact; we are passionate about our community and environment and continue to make big changes in order to play our part in creating a sustainable city and College

## COLLABORATION

- We collaborate with others to ensure we grow, thrive and initiate brilliance
- We are bold and innovative; we listen to and learn from others in pursuit of the exceptional
- We care about place; we collaborate with others to ensure success for our community that has national impact
- We believe that we are stronger together and actively seek out partnerships that make a difference and help us enrich our College

## ENERGY

- Our expertise, passion and actions energise and enthuse those around us
- We care and support our people and our community. We believe that we excel when we are empowered, engaged and enjoy our time at College
- We are curious; we focus on solutions, not problems
- We are proud of our achievements and actively seek out opportunities to celebrate these and set ourselves our next challenge.