



OAKLANDS COLLEGE

Staff Bank - Motor Vehicle Lecturer

Staff Bank

Varied hours

£24.24 per hour teaching / £15.68 non-teaching – Inclusive of holiday pay

Automatic Entry to the Teachers' Pension Scheme

St Albans Campus

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.

We are looking to recruit an outstanding teacher of Motor Vehicle to join the team. The successful candidate would be required to teach on a range of Motor Vehicle programmes ranging from Entry level 3 to level 1, 2 and 3.

The ideal candidate will have a level 3 Motor Vehicle qualification and previous teaching assessing experience, experience in the delivery of functional skills maths & English is preferred.

The applicant should have a strong commitment to high standards of classroom practice and experience of teaching, or working with young people. An assessor qualification is desirable but not essential. You will have a genuine regard for young people and want to work with us to ensure that all our students aspire to do well. You will demonstrate and professional standards in your area of work. The ability to work in a team is essential, sharing good practice and working collaboratively with colleagues are qualities that we will be looking for.

The college is a friendly environment, which offers excellent support, placing strong emphasis on continuous professional development. It is committed to safeguarding and promoting the welfare of children and young people, and expects all staff and volunteers to share this commitment.

Closing Date: Thursday 31st August at 23:59

Interview Date: Thursday 7th September

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.