

Person Specification

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| Post | Lecturer b – early years |  | Dept | public services |
| Grade | lec b |  | Ref No | 43-21 |

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| Education / Training |  | | Criteria Essential (E)  Desirable (D) | Measured By  Interview (I)  Application (AF)  Assessment Ctre (AC)  Presentation (P) |
| Relevant professional Qualification  Relevant Degree  PGCE/Cert Ed  A1 & V1 Award  GCSE Maths and English at Grade C or above or equivalent | | | E  E  E  E  E | AF  AF  AF  AF  AF |
| Relevant Experience | |  |  |  |
| Relevant, successful experience of teaching across a variety of levels.  Recent successful professional experience in the relevant area.  Successful experience of working within the Early Years sector  Experience of successful course management.  Experience of delivering apprenticeships  Experience of leading students to the successful completion of  their course.  Experience of student centred methods of curriculum delivery  Experience of liaising with relevant Awarding Bodies  Experience of leading external quality assurance processes and internal verification. | | | E  E  D  E  D  E  E  E  E | AF/I  AF/I  AF/I  AF/I  AF/I  AF/I  AF/I  AF/I  AF/I |
| Relevant Knowledge/ Skills & Aptitudes | |  | e / d | Measured By |
| An in-depth and practical knowledge of relevant subject.  Knowledge of current qualification structure.  Knowledge of issues affecting Further Education.  An understanding of, and demonstrable commitment to,  Safeguarding Children and Young People and Vulnerable Adults.  Ability to communicate with a range of students on both  theoretical and practical aspects.  Good organisational and administrative skills  Ability to use full ICT facilities supporting the learning environment  Ability to demonstrate values and behaviours suitable to work with the student and staff groups.  Ability to work under pressure with changing priorities.  Ability to promote and deliver excellent customer service  Understanding of excellence in teaching and learning  Demonstrate ability to lead a small team of staff  Demonstrate ability to build good relationships with a wide variety of stakeholders, including students, employers and schools.  Ability to communicate effectively both orally and in writing | | | E  E  E  E  E  E  E  E  D  E  E  E  E | AF/I  AF/I  AF/I  AF/I  AF/I  AF/I  AF/I  AF/I  AF/I  AF/I  AF/I  AF/I  AF/I |
| Special Requirements | |  | E / D |  |
| The successful post holder would be expected to have a flexible approach to their work.  The successful applicant will need to have a DBS check to work in the College environment.  The post holder would be required to demonstrate an ability to act with discretion and maintain confidentiality.  Must be willing to undertake appropriate training and development in order to meet the requirements of the college.  Awareness of health and safety requirements.  Commitment to the principles of valuing diversity and equal opportunities.  Bolton College is committed to safeguarding and promoting the welfare of young people and vulnerable adults and expects all staff and volunteers to share this commitment.  The post holder would be expected to demonstrate a commitment to developing his/her knowledge and understanding of Further Education, including funding arrangements, student related processes and the quality framework. | | | E  E  E  E  E  E  E  E | AF1  AF/I  AF/I  AF/I  AF/I  AF/I  AF/I  AF/I |