

Job Description: Lecturer in Hard Landscaping

Reporting to: Head of Faculty of Business



The key purposes of this role are to:

- Plan and deliver high quality teaching, learning and assessment on all the courses you teach
- Ensure a high level of positive student outcomes on your courses
- Successfully market, plan and recruit to the Horticulture T Level
- Successfully achieve designated targets on our Green Project

	This post is accountable for:
Planning and delivering high quality teaching, learning and assessment	Ensuring learning outcomes for lessons are planned with reference what we know about student needs and abilities in order to provide stretch and challenge for all
	Planning, delivering and managing practical and theory lessons to ensure students are clear about expectations and make good progress
	The regular use of formative assessment to check learning
	Meeting College and team assessment/marketing/internal moderation standards
	Providing clear guidance for LSWs supporting learning in your classes
	Identifying and reporting your training needs. Undertaking continuing professional development in order to respond successfully to the challenge of teaching new student groups and courses including 2 weeks annual self- directed PD
	Taking opportunities to develop literacy or numeracy and develop 'wider world' understanding across each course including embedding learning from the tutorial programme where relevant
	Ensuring high quality resources, vocational experiences or work placements are available to students
Ensure a high level of positive student outcomes	Insisting on high ambitions for all students
	Ensuring academic performance targets are met for your classes
	Ensuring new students settle quickly into our class, understand what you expect of them and what they can expect from you and support them to stay on track and in College
	Completing registers, tracking documentation, reviews and references to deadline

	Timely and accurate recording of student performance, behavioural, risk and skills information using College systems
	Ensuring compliance within your area to College policies and procedures. Particularly Health and Safety, GDPR, Safeguarding, Trips and Equalities policies
Successfully market, plan and recruit to the new Horticulture T Level	Work with FH and T Level leads to develop a full scheme of work (in line with College best practice) and delivery planner for the new T Level
	Work with marketing to recruit 10+ students for the first cohort including school liaison and events
	Liaise with employers to secure activities and placements for students
	Work with designated staff on problem solving and planning to ensure that we are ready for September launch
	Lead the investigation and planning of resources, including significant investment to ensure best value for the College and maximum benefit for students
Successfully achieve designated targets on our Green Project	Work with adult education and Faculty Leads to develop and successfully deliver short courses for adults in land-based or horticulture
	Administering courses or delegated projects in accordance with College, Funding Body and Faculty policies ensuring agreed deadlines are met and record keeping is of a high standard.
	Effectively promoting and marketing your courses in line with College and Faculty initiatives including liaison with outside agencies or employer groups where appropriate and providing copy and photo opportunities for the marketing Team.

- This role will require some flexible working including some evenings and weekends.
- All staff are expected to work within College policies and procedures, with particular regard for Health & Safety, Equality and customer service ethos.
- Incremental progression is subject to satisfactory performance.

Annual targets for each element in this job description may be agreed annually with your Line Manager

Personal Specification

We are seeking someone who closely matches the following criteria:

	ESSENTIAL	DESIRABLE
QUALIFICATIONS	Full teacher training qualification OR be willing to work towards one within two years	Documented evidence of sector based training
	A degree in a relevant subject / Industrial experience in a relevant area	
	A full driving licence and willingness to gain a section D minibus licence.	section D- Minibus
SKILLS/ PERSONAL QUALITIES	Good organisational and interpersonal/team skills	Skills or experience in time management, prioritising
	The ability to relate to our students quickly and effectively	
	A focus on maximising student success	Understanding of how to raise performance
		Familiarity with the T level specifications / ethos
	Strong networking skills	Evidence of innovation in designing or delivering courses
	IT skilled	Adaptable and flexible to changing nature of business need
	Punctual and reliable	
	Enthusiasm, drive and the ability to work with limited direction	
	Ideas about how to achieve the Adult 'Green' project targets.	
	Ability and/or willingness to design and lead on new units and qualifications	
	Able to cope effectively when things go wrong or practical difficulties emerge	
	The imagination and ability to organise enrichment activities within the curriculum	Interest in and enthusiasm for other subjects
EXPERIENCE	Hard landscaping experience	Evidence of success in previous/current teaching or mentoring roles

		<i>Experience in delivering adult skills projects</i>
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This job description sets out the main duties of the post at the date when it was drawn up. Such duties may vary from time to time without changing the general character of the post or the level of responsibility entailed. Such variations are a common occurrence and do not justify a reconsideration of the grading of the post.

Annual targets for each element in this job description may be agreed annually with your Line Manager.

Indicators/ sources for reaching performance judgements (not exhaustive):

Performance will partly be judged using some or all of the indicators /sources but with line management judgement overall being the key criteria. This is not a comprehensive list and does not prevent or exclude any other source or indicator also being used, and needs to be read in conjunction with our College staff review policy

- Achievement of 'Green Project' targets
- Preparation of Horticulture Curriculum & infrastructure
- Recruitment of first cohort
- Student Feedback (inc student survey)
- SOW
- Student Journal
- Marked work and other formative and summative feedback
- Line manager, peer and cross-college feedback

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