

## JOB DESCRIPTION

POST TITLE	:	Lecturer in Additional Learning Support (ALS)
SCALE	:	Lecturer B, Pay Points 8 - 11
SALARY	:	£31,967 - £38,147
RESPONSIBLE TO	:	Head of Maths and English
CLOSING DATE	:	5:00pm, Tuesday 5 November 2024
INTERVIEW DATE	:	Thursday 14 November 2024

### **Main Purpose of the Post**

To promote and provide an excellent learning experience which ensures high achievement for all students.

### **Main Responsibilities**

- 1) To teach effectively on a range of programmes across the Division's Curriculum.
- 2) To thoroughly plan and evaluate the effectiveness of teaching.
- 3) To accurately assess and monitor student work to assure high achievement and progression.
- 4) To contribute fully to divisional and College teams including sharing best practice and being involved in developing the curriculum.
- 5) To maintain high quality records and provide timely information.
- 6) To teach, up to 832 hours per year.
- 7) To assure full compliance within the Division and more broadly across the College with key policies, notably the Student Code of Conduct, Single Equality, Health and Safety and Safeguarding.
- 8) To take an active part in the marketing operations of the College including the recruitment and admission of students to the Division.
- 9) To commit to continuous professional development to maintain high professional standards and subject specialisms.
- 10) To undertake invigilation duties from time to time.
- 11) To carry out such other duties as the Principal may reasonably request.

## PERSON SPECIFICATION

**POST:** Lecturer in Additional Learning Support

**DIVISION:** Maths and English

		<b>Essential (E) Desirable (D)</b>	<b>To be identified by:</b>
<b><u>QUALIFICATIONS</u></b>			
1	Degree or equivalent level qualification	E	Application form
2	A recognised teaching qualification	E	Application form
3	Minimum Level 2 Learning Support qualification, or willingness to begin within one year of employment in role	E	Application form/ Interview
<b><u>KNOWLEDGE</u></b>			
1	Knowledge, experience and understanding of specific issues relevant to learners with SEN needs or learning disabilities/difficulties	E	Application form/ Interview
2	Knowledge and understanding of barriers to learning and strategies to enable learners to overcome these	E	Application form/ Interview
3	Awareness of Safeguarding legislation	E	Application form/ Interview
<b><u>EXPERIENCE</u></b>			
1	Experience of supporting young adults in an educational environment	E	Application form/ Interview
2	Experience of teaching small group support sessions with clear intent and impact	D	Application form/ Interview
<b><u>PERSONAL</u></b>			
1	Excellent communication and administrative skills	E	Interview
2	Experience of using intranet and IT in the classroom	E	Interview
3	Willing to enhance IT skills in accordance with the requirements of the College	E	Interview

4	Commitment to ongoing professional development	E	Interview
5	Enthusiasm for the role of further education in building futures and changing lives	E	Interview
6	Commitment to College's Single Equality Policy	E	Interview

**STANDARD COLLEGE REQUIREMENTS**

1	Commitment to the delivery of excellent teaching and support to our students	E	Interview
2	Good teamworking skills and commitment to teamworking	E	Interview
3	The College is committed to safeguarding expects all staff to share that commitment	E	Application form/ Interview/DBS/ References
4	Regular and Reliable Service (the College does not wish to appoint individuals with a high sickness record where there is no underlying medical reason)*	E	References/ Occupational Health Assessment

*\*Note this does not affect any individual's rights under the Equality Act. The College wishes to promote the recruitment of disabled staff and would endeavour to make reasonable adjustments where practical. Disabled applicants who meet the essential criteria will be guaranteed an interview.*