

HARTLEPOOL COLLEGE OF FURTHER EDUCATION

An Equal Opportunities Employer

APPOINTMENT OF LECTURER – CONSTRUCTION AND THE BUILT ENVIRONMENT

FULL TIME, PERMANENT

The school of Construction and the Built Environment seeks to appoint an enthusiastic individual to join their expanding technical and professional team. The team are proud of the work they have done over the past few years to put themselves on the map with employers and students for success and recognition.

As current holder of the Chartered Institute of Building group project the team has also been recognised recently by G4C for student and apprenticeship of the year and has been involved with MOBIE national awards, all of which has added to the kudos of this dynamic team.

This post is aimed at a current Lecturer in the Built Environment or a practicing professional in Civil Engineering, Quantity Surveying, Architectural Design, Building Surveying, Site Management or Planning.

We will support new entrants into this position and welcome a discussion with applicants also looking for a career change.

Salary up to £33,516 per annum

Hourly Paid opportunities may also be available in this area, which are paid at £21.63 – £30.65 per hour (inclusive of holiday pay).

For full details and application forms please go to www.hartlepoolfe.ac.uk/jobvacancies, or contact Human Resources on 01429 404026.

Completed application forms must be returned by **09:00 on 21 June 2019**.

Hartlepool College of Further Education is firmly committed to embedding and promoting a safeguarding culture, and adopts safer recruitment practices. Therefore all appointments will be subject to thorough pre-employment checks including an Enhanced Disclosure and Barring Service Check and references.

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Hartlepool College is a medium sized institution with an annual enrolment of approximately 4500 students. The College operates with an Executive Committee of four, and is organised into seven academic delivery schools.

The Schools include:

- Construction and the Built Environment
- Engineering
- English and Mathematics
- Fabrication, Welding and Automotive
- Health, Care and Education
- Professional and Creative Studies
- Service Industries

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JOB DESCRIPTION

POST TITLE	-	Lecturer – Construction and the Built Environment
REPORTING TO	-	Head of School – Construction and the Built Environment
SALARY	-	Up to £33,516 per annum (HPS pts 15 – 35)
HOURS	-	Full time (37 hours per week)
HOLIDAYS	-	47 plus Bank Holidays

THE SPECIFIC NATURE OF THE ROLE

To plan, deliver and assess a range of construction and the built environment programmes, including HNC/D and level 3 Diplomas including Civil Engineering courses, which are offered to post 16 and adult learners.

MAIN DUTIES AND RESPONSIBILITIES

In addition to teaching responsibilities, the successful applicant will be responsible for:

- Formal scheduled teaching, tutorials and student assessment
- Management of learning programmes and curriculum development
- Student transitions, educational guidance and academic and pastoral support
- Preparation of learning materials and student assignments
- Marking of students' work and examinations
- Monitor, track and record student retention, achievement and success
- Assist in the initiation and delivery of short courses to contribute to the School's commercial portfolio
- Assist in the development of apprenticeship programmes and employer/industrial liaison
- Administration duties, for example maintaining student records
- To promote and implement the policies of the corporation to ensure the efficient operation of its business and the welfare and interests of its students and employees.
- Occasional marketing activities and consultancy work
- Engage in personal professional development
- Promote and implement the policies of the corporation to ensure the efficient operation of its business and the welfare and interests of its students and employees commensurate with the grade of the post
- Support the student with work experience and real life site visit opportunities
- Carry out employer meetings and support the student with NVQ collation
- Maintain personal professional development within the vocational area
- Embrace the College's RESPECT values and values associated with new ways of working
- Promote and implement the policies of the corporation to ensure the efficient operation of its business and the welfare and interests of its students and employees commensurate with the grade of the post
- To perform such duties consistent with the position as may be required by the Principal from time to time.

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PERSON SPECIFICATION

POST TITLE - Lecturer – Construction and the Built Environment

It is expected that the successful candidate will be able to meet the following criteria:

Criteria	Essential (E) or Desirable (D)	Where assessed
1 - Teaching qualification, or the willingness and ability to achieve within an agreed timescale	E	i
2 – Minimum HNC level qualification in a relevant discipline (or equivalent)	E	i
3 – Relevant industrial experience (e.g. Civil Engineering, Quantity Surveying, Architectural Design, Building Surveying, Site Management or Planning)	E	i
4 – Assessor award, or the willingness and ability to achieve within an agreed timescale	E	i
5 – Verifier award	D	i
6 - Demonstrable track record of delivering outstanding outcomes for learners especially in terms of success rates	D	i, iii
7 – Demonstrable record of working with apprentices with knowledge of Technical Apprenticeship delivery	D	i, iii
8 - Good IT skills to support both administration duties and to enhance teaching, learning and assessment practice	E	i, iii
9 - Strong organisational skills to manage diverse and conflicting priorities proactively	E	i, iii
10 - Exemplary oral and written communication skills	E	i, ii and iii

i – application form/letter (qualifications to be verified if successful)

ii – work-related activity

iii – interview

Approved _____ Principal

Head of School

Post Holder

Date

