

Job Description



Job Role: Teacher of Animal Care (Maternity Cover to May 2025)

Reporting to: Team Manager

Base: Broomfield Hall

Hours per week 7.4 hours per week (1 day per week), 52 weeks per year

Contract Type Academic

Holidays 35 per year plus bank holidays and 6 college closure days where these occur (pro rata)

Salary Up to £40,080 per annum pro rata

Job Purpose

To manage a high-quality teaching and learning experience, which will encourage retention and achievement, and ensure all students are challenged, engaged and making progress every day.

Introduction

The requirements that the College has of its Lecturing staff are outlined in this job description and also in the following documents:

- Professional Standards for Teachers and Trainers in Education and Training – England
- The objectives set out in the Lecturers Scorecard – as updated annually
- The Minimum Expectations for Teachers outlined in the Teachers and Team Managers Guidelines and Procedures

Teaching Responsibility

- Carry out the effective day to day management of students' learning in accordance with the College's objectives.
- Inspire students and colleagues identifying, interpreting and applying specific knowledge.
- Raise retention and achievements for students on a continual basis.
- Embrace the educational possibilities of Information Learning Technology and to take the responsibility for adapting teaching materials and one's own practice in the use of ILT.
- Manage learning flexibility within a variety of delivery modes.
- Undertake a pastoral role.
- Support and advise team members in effective delivery of the curriculum.
- Create, deliver and evidence high quality learning materials.
- Contribute towards the development of and deliver a unitised curriculum.
- Promote equality of opportunity and recognition of diversity through teaching and learning
- Continually assess the individual needs of students.
- Facilitate learning in large and small groups.
- Communicate effectively with all levels of students.
- Identify and apply strategies to facilitate effective learning.
- Work effectively within different learning environments.
- Be familiar with a range of accreditation/specifications.
- Demonstrate an awareness and understanding of learning opportunities from a variety of sources.
- Demonstrate an understanding of the complex nature of the curriculum.

Student Progression Responsibilities

- Ensure that students progress well from their different starting points and achieve or exceed standards expected for their age.
- Help students attain relevant qualifications so that they can and do progress to the next stage of their education into courses that lead to higher-level qualifications and into jobs that meet local and national needs
- Maintain consistently high expectations of what students can achieve, including the most able and the most disadvantaged.
- Where relevant, promote English, maths and other skills necessary to function as an economically active member of British society and globally.
- Have a secure understanding of the age group being worked with and have relevant subject knowledge that is detailed and communicated well to students.
- Gather assessment information from looking at what students already know, understand and can do and is informed by their parents/previous providers as appropriate.
- Use assessment information to plan appropriate teaching and learning strategies, including identifying students who are falling behind in their learning or who need additional support, enable students to make good progress and achieve well.

Job Description



- Ensure that students understand how to improve as a result of useful feedback and, where relevant, parents, carers and employers understand how students should improve and how they can contribute to this.
- Engage with parents, carers and employers to help them understand how students are doing in relation to the standards expected and what they need to do to improve.

Student Personal Development, Behaviour and Welfare Responsibilities

Promote and support students':

- Pride in achievement and commitment to learning.
- Self-confidence, self-awareness and understanding of how to be a successful student.
- Choices about the next stage of their education, employment, self-employment or training, where relevant, from impartial careers advice and guidance.
- Where relevant, employability skills so that they are well prepared for the next stage of their education, employment, self-employment or training.
- Prompt and regular attendance.
- Following of any guidelines for behavior and conduct, including management of their own feelings and behavior, and how they relate to others.
- Understanding of how to keep themselves safe from relevant risks such as abuse, sexual exploitation and extremism, including when using the internet and social media.
- Knowledge of how to keep themselves healthy, both emotionally and physically, including through exercising and healthy eating.
- Personal development, so that they are well prepared to respect others and contribute to wider society and life in Britain.

General Responsibilities

- Comply with administrative procedures for the effective collection, interpretation and actioning of College management information.
- Provide a professional customer service to both internal and external customers.
- Develop curriculum growth and innovation.
- Ensure that quality standards are set, monitored and reviewed within the section. Contribute to the exploration and initiation of sources of income generation.
- Liaise effectively with industrial, commercial and educational partners.
- Contribute to the marketing of programmes within the area.
- Fully participate in Team Meetings, professional development, events, discussions and any other activities commensurate with the duties and responsibilities of this post.
- Demonstrate flexibility in responding to changing demands in personal, sectional or the College's workload.
- Take reasonable care of your own health, safety and welfare and that of any other person who may be affected by your actions or omissions whilst at work.
- Undertake risk assessments for any new activity and ensure risk assessment checks are carried out for any ongoing activity.
- Comply with all relevant College guidelines, policies and procedures and legislation, including but not limited to: Safeguarding, Health and Safety, Data Protection, Equal Opportunities, Computer Network Acceptable Use.
- Carry out any other reasonable duties within the overall function, commensurate with the grading and level of responsibility of the job.

Continuous Professional Development

- Develop dual professionalism: ensuring vocational/academic knowledge and skills is kept up-to-date; and developing a knowledge and application of pedagogy.
- Keep abreast of local and national developments that impact on student experiences.
- Demonstrate competencies commensurate with the position e.g. a high level of interpersonal skills, good time management skills, self-motivating, professional, proactive and creative in line with the Teachers' Professional Standards
- Desirable competencies include conflict handling, interviewing, undertaking research to benefit the college and proficient IT skills, an understanding of funding and how to access funding streams.
- Take responsibility for one's own professional development and continually update as necessary. Additionally, the set amount of CPD required by the College per annum must be accrued and Team Time attended.

Qualifications

Essential

Job Description



- Certificate in Education/PGCE/Professional Diploma in Teaching or willing to work towards
- Professional Subject Qualification at Level 4 **or** Advanced craft qualification if in vocational area
- Degree in related subject
- Level 2 Maths
- Level 2 English

Desirables

- Recent professional development in teaching / animal care
- Specific IT qualifications at Level 1 / 2

Experience

Essential

- Experience of working with people in a training / educational setting
- Experience of IT systems in an educational setting

Desirables

- Previous teaching experience in a school or college
- Previous experience of teaching Science / Biology

Skills

Essential

- Effective communication skills
- Flexibility and reliability
- Resilience