

THE CORNWALL COLLEGE GROUP

Post title:	Study Programme Manager Land-Based Engineering
Department:	Land-Based Engineering
Based at:	Bicton College
Reports to:	Curriculum Area Manager
Grade/salary scale:	Up to £45,000 per annum

Terms & Conditions: Teaching Contract (with a commitment to teaching up to 828 hours per annum)

Role of post:

Based at the Bicton campus, we are looking for an experienced individual to be part of the delivery team for our land-based engineering programmes. We welcome applicants with a wide practical skillset across the range of Land-Based machinery and a passion to transfer these skills to learners.

Applicants must have a minimum of a level 3 qualification in a related subject. Experience in working on a range of Agricultural and/or Plant Machinery is essential and candidates need to be confident they can deliver both practical and theory sessions to a range of students. Previous teaching experience is not essential, however, being able to demonstrate training or development of staff in the industry would be advantageous. Knowledge in CAD is also desirable.

Lecturers are responsible for ensuring effective learning takes place in all sessions to provide learners with the maximum opportunity to succeed. The College values team working where staff works together in a supportive environment to provide the best learning experience for our learners.

Specific duties:

1. Teach lessons that embody The Cornwall College values.
2. Prepare lessons that are planned to engage learners through a personalised approach that is consistently reviewed to ensure successful outcomes, including stretch and challenge.
3. Provide teaching, learning and assessment in line with College and awarding organisation requirements, and take appropriate action where there are any concerns about learners, documenting on the Pro Suite.
4. Develop high quality teaching and learning resources for all modes of delivery, including ILT.

5. Through teaching, learning and assessment, support and develop learners' knowledge and skills in English and Maths.
6. Regularly set and assess learners work, providing constructive feedback that focuses on what the learner needs to do to improve.
7. Design and plan schemes of works and lesson plans to ensure that learners are taught all appropriate curriculum to achieve optimal success.
8. Understand the value of, and use, a variety of teaching strategies to ensure all learners' needs are met.
9. Effectively prepare learners for internal assessment.
10. Under direction of the line manager, assist with marketing to promote courses, your department, the College and recruitment of students. This will include input into marketing materials and attendance at open evenings and open days.
11. Keep up to date with your curriculum area subject knowledge, engaging in peer observations at least once during the academic year.
12. Attend all college CPD activities including RAID, Industry Days, Guest Speakers, Awarding Body Briefings and any other activity which enhances your practice.
13. Keep up to date with pedagogy and practice required to ensure successful outcomes for your learners.
14. Assist in course organisation and administration, ensuring that all schemes of work, lesson plans, skills pyramids and learner records are available and up to date.
15. Act as internal verifier in line with awarding organisation requirements and college guidance where required.
16. Engage in the strategic intent of TCCG, and bring Employability, Maths and English and your specialist curriculum alive for the learner.
17. Completion and abidance to College procedures and paperwork as detailed within the college's Quality Procedures manual, and that requested by the relevant funding and awarding bodies.
18. Maintaining high professional standards in all aspects of the work, appearance and conduct.
19. Any other reasonable duties as required. This may involve cover for absent colleagues on other campuses.

Person Specification

	Essential	Desirable
Previous Experience	<p>Recent on the job practical experience within the sector</p> <p>Sound understanding of engineering practices</p> <p>Knowledge and experience of Engineering.</p> <p>Knowledge and experience of Mechanical Engineering applications.</p>	<p>Knowledge and experience of working within the electrical/mechanical sector</p> <p>Knowledge and experience of planning and delivering lessons</p> <p>Knowledge and experience of CAD</p>
Qualifications	<p>Appropriate qualifications (engineering-based), ideally to Level 4 or equivalent time served Engineering.</p>	<p>Degree or Level 5 qualification in related Subject Sector Area.</p> <p>Full or partial teaching qualification e.g. AET, PGCE, DET or Certificate of Education (full preferred).</p> <p>Level 3 English and maths.</p>
Personal Attributes	<p>Honesty and integrity</p> <p>Excellent communication skills</p> <p>Excellent work ethic</p> <p>Team player</p> <p>Flexible approach</p> <p>Initiative</p> <p>Positive attitude to working in FE/Adult/Apprenticeships and developing our learners.</p> <p>Must be prepared to engage with CPD as a lecturer and subject specialist</p> <p>High professional standards in all aspects of the work, appearance and conduct</p>	

Our Mission

Exceptional education and training
for every learner to improve their career prospects

Our Values



Please note:

Cornwall College is an education establishment within an ever-changing service and all staff are expected to participate constructively in College activities and to adopt a flexible approach to their work.

Your job description will be reviewed during your Performance Development and Review process, and will be varied in the light of the changing business needs of the College.

The job description is not intended to be exhaustive, and is only indicative of the nature and level of the responsibilities associated with the post at the date it was drawn up. Your duties may vary from time to time without changing the general character of the post or the level of responsibility. Such variations are a common occurrence and cannot of themselves justify a reconsideration of the terms and conditions of employment associated with the post.

All employees of Cornwall College are required to undertake mandatory Safeguarding, health and safety, data protection and Equality, Diversity and Inclusion Training. All statutory checks governed by "every child matters" will need to be completed before commencing employment.

Where staff are required to drive on Cornwall College Business they must hold a full driver's licence that permits them to drive any vehicles that they will be using.

Additional rules may apply where staff are required to drive a minibus either as an employed driver, or where this is required as part of their role.

Driving licences should be checked prior to an offer and confirmation of employment to ensure they meet legislative requirements and The Cornwall College Group policies as referred to in the Health and Safety Policy.

If a role requires a staff member to use their own vehicle for work then it is a legal requirement to hold business use category on their motor insurance policies and to ensure that the vehicle is safe and roadworthy, as part of the approval process to drive a personal vehicle for College work we may request a copy of a valid insurance certificate and MOT (where required).

Any documents provided will be periodically reviewed by the College.

The Cornwall College Group is committed to fostering a sustainable and responsible work environment. Education and Training providers have a crucial role in preserving and protecting the environment for future generations. As part of TCCG's mission, it seeks individuals who share our passion for sustainability and want to impact the world positively.

Staff can contribute to sustainability initiatives, such as reducing carbon emissions, minimising waste and implementing eco-friendly practices. Employees are encouraged to actively participate in sustainability programs and offer resources and support for their personal sustainability goals.