

## Kent and Medway Universities and Further Education Colleges Engineering Teaching Opportunities 2022/23 (Post Graduates)

### Example Job Description

<b>Post Title:</b>	Lecturer in Engineering
<b>Place of Work:</b>	The roles will be based at the campuses of Further Education Colleges in either Canterbury, Gravesend or Medway
<b>Hours of Work:</b>	Contracted hours per week x 36 weeks. This could be from as little as 1 or 2 hours per week to a more full time role depending on individual circumstances and College requirements. Please discuss this with us.
<b>Contract period:</b>	September 2022 – July 2023
<b>Salary:</b>	Spine Points 17 (£19,420) to 23 (£23,198) pro rata
<b>Accountable to:</b>	Head of Curriculum (Engineering) / Assistant Principal (Curriculum)
<b>Responsible for:</b>	Providing demonstration, assessment of learners and practical instruction in engineering workshops and associated teaching facilities. Providing technical assistance to the wider Engineering department when required

### Duties, Responsibilities and Accountabilities:

- Demonstrate technical skills and engineering process, giving practical instruction and supervision to full time, part time and short course learners/trainees as appropriate. Assist in the creation of an environment conducive to learners' achievement.
- Provide technical assistance to Engineering staff in the preparation of teaching workshop activities and demonstrations.
- Carry out learner assessments as required, coaching and guidance of learners and assist in their future career development.
- Compose theory and knowledge development session plans for engineering specialist subjects with the assistance of course team lecturers, Deliver classroom based theory sessions for these topics.
- Maintain the appropriate training and assessment records of learners with the assistance of the Engineering staff.
- Participate with other staff in the effective monitoring of learners' performance, welfare and discipline throughout their programme.
- Ensure that Health and Safety policies and regulations for the practical and technical facilities, workshops, machinery and other physical resources are adhered to by staff and clients of the College.
- Liaise with appropriate College staff as necessary to ensure the effective use of College resources to achieve its mission and to ensure the smooth and effective running of the College.

- Meet College IT standards specific for the role.
- Undertake such other duties as may be required by management.

**All employees of the College are expected to work in such a way that delivers the following behaviours:**

1. Customer focussed, through a “can do” attitude.
2. Consistent and reliable.
3. Has a collaborative, supportive and tolerant approach.
4. Reflective, and embraces new initiatives in order to improve performance.

<b>PERSON SPECIFICATION</b>
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CRITERIA	ESSENTIAL	DESIRABLE	ASSESSED BY (Application, Task, Interview)
<b>(1) Qualifications:</b>			
Hold a relevant engineering degree	√		Application
Hold an A1 Assessors award or equivalent.		√	Application
<b>(2) Knowledge to include:</b>			
An understanding of learner needs and an ability to offer practical advice and support in a learning environment.	√		Application / Interview
<b>(3) Experience to include:</b>			
Experience of teaching or supporting students in an Engineering education environment.		√	Application / Interview
Instruction and Assessment experience ideally in HE or FE or other training environments.		√	Application / Interview
<b>(4) Skills and Attributes to include:</b>			
An ability to identify and implement improvements in existing systems and practice.		√	Application / Interview
Ability to use a range of information technology systems.	√		Application / Task / Interview
An ability to work independently and with initiative, but also to network and liaise well with other colleagues within and outside of the organisation.	√		Application / Interview
A confident and friendly manner, excellent interpersonal skills and an ability to communicate with a wide range of people.	√		Application / Interview
A flexible, adaptable and enthusiastic approach to	√		Application /

work.			Interview
An ability to engage with and promote learner voice in relation to use of the facility.		v	Application / Interview

**General:**

The 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 cannot of themselves justify a reconsideration of the grading of the post.

Staff are expected to comply with the College employment policies and procedures but in particular the Code of Conduct, DBS and Health & Safety Policy, which can be located on the College Staff Net system or via the HR Department.