The Lincoln College Group

LINCOLN COLLEGE GROUP

JOB DESCRIPTION

JOB TITLE & NUMBER

CS0145P: Technician/Learning Support Officer - Multi-Trades

SALARY	GRADE	HOURS
£25,995 – £27,153 per annum	CSS Scale 4/5	37.5

REPORTING TO

Curriculum Lead – Carpentry & Joinery and Multi-Skills

DEPARTMENT

Carpentry & Multi-Trades

LOCATION

Lincoln

BE READY...

disability confident EMPLOYER | MINDFUL EMPLOYER | Happy to talk Flexible Working | EMPLOYER RECOGNITION SCHEME GOLD AWARD | GOLD AWARD WINNER 2025 | AoC Mental Health Charter | You Matter

Job Purpose:

To provide effective technical and practical support for the delivery of Multi-Trades and Construction programmes, ensuring workshops, classrooms, tools, equipment and materials are prepared, maintained and organised to support high-quality teaching and learning.

PRINCIPAL DUTIES AND RESPONSIBILITIES:

1. The postholder will work collaboratively with teaching staff to support learners during practical activities, promote safe working practices and contribute to an inclusive, positive and industry-relevant learning environment.
2. The role will also support the effective management of workshop resources, including preparation and maintenance of materials and equipment, stock control, health and safety documentation, risk assessments and the continuous improvement of practical learning environments.
3. Prepare tools, equipment, materials and practical work areas ahead of teaching sessions.
4. Maintain workshops and classrooms to a high standard of organisation, cleanliness and readiness.
5. Monitor stock and resources and support effective ordering, storage and control of materials.
6. Carry out appropriate routine checks and basic maintenance of tools and equipment, reporting defects promptly.
7. To complete and maintain any records, including Health & Safety and Risk assessments required for the area by the college and our awarding bodies.
8. To contribute to and work effectively as a member of the team.
9. To be able to work across college locations as required.
10. To accept responsibility for the implementation of the College's Equal Opportunities policy throughout all personal contacts in the College and within this area of responsibility.
11. To maintain professional standards and expertise by undertaking relevant professional development, including ensuring that knowledge regarding changes to relevant legislation is kept up to date.
12. To maintain quality standards, appropriate to the post.
13. To conform with the Health and Safety requirements relevant to the post.
14. To be responsible for the safeguarding and promoting the welfare of children wherever applicable within the role.

N.B. This is not a complete statement of all duties and responsibilities of this post. The postholder may be required to carry out other lawful and reasonable duties as directed by a supervising manager.

PERSON SPECIFICATION

	Knowledge	PSM
1	Level 2 or equivalent qualification in a Construction subject.	A
2	Grade C (Grade 4) or above in GCSE English and Maths, or equivalent.	A

	Skills/Abilities – Interpersonal	PSM
3	The ability to work in a non-discriminatory manner.	A/I
4	The ability to respond to the individual learning needs of learners.	I
5	The ability to work constructively towards programme area targets and objectives.	I
6	The ability to prioritise, with effective organisational skills and to action plan and meet deadlines.	A/I/T
7	The ability to advise students on working effectively and to implement the colleges Health and Safety policy including the production and updating of risk assessments.	I/T

	Experience	PSM
8	Relevant practical experience within construction, multi-Trades, maintenance or closely related environment.	A/I
9	Evidence of implementing effective resource improvements.	A/I

	Work Related Circumstances	PSM
10	Ability and willingness to undertake relevant professional development to maintain up-to-date knowledge of legislation and best practice.	I
11	Ability and willingness to work effectively as an individual maintaining professional self-motivation	I
12	Ability and willingness to work effectively within a team providing professional problem-solving agile approaches	I

	Skills/Abilities - Other	PSM
13	Demonstrates a clear commitment to safeguarding and promoting the welfare of children and young people.	A/I
14	Ability to actively promote equality, diversity and inclusion across all aspects of Multi-Trade and Construction.	A/I
15	Ability to use appropriate digital systems and technology effectively within the role.	A/I/T
16	Demonstrates a proactive, adaptable and solution-focused approach to practical and operational challenges.	I/T

Prepared By:	Paul Barnes – Curriculum Lead – Carpentry & Joinery and Multi-Skills
Date:	November 2026

Proposed Selection Method Key (PSM)		
A = Application	I = Interview	T = Test

VISION 2030

LINCOLN COLLEGE GROUP STRATEGY 2025-30

OUR PURPOSE *Be Ready...*

REALISE ASPIRATIONS; SHAPE FUTURES; SERVE OUR COMMUNITIES.

OUR CODE

Our Group Code sets the tone of how we behave and achieve our Purpose because You Matter.

We CARE deeply about achieving outcomes in the right way and expect staff and students to behave with...

Community

We will prioritise empathy, compassion and wellbeing. Our goal is to develop a positive community where the mental and physical health of staff, learners, governors and key stakeholders is emphasised.

Accountability

We will all act with integrity and transparency, take full ownership of our actions and deliver on our commitments, impacts and outcomes.

Respect

We will all create an inclusive environment where everyone is valued, trusted and treated with consideration, kindness and fairness.

Excellence

We will all drive innovation and pursue extraordinary quality through an "ambitious spirit", consistently striving for the highest standards in all we do.

OUR PRIORITIES

Over the next five years we will achieve "Our Purpose" by delivering on our strategic priorities set out in full detail in 7 strategic plans.

In summary we will:



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