

LINCOLN COLLEGE JOB DESCRIPTION

Post Title:	Technician/Learning Support Officer for Brickwork & Multi-Trades (Newark Based)	Post Number:	CS1373P
Daily Supervision:	Curriculum Lead (Brickwork & Plumbing)	Grade:	CSS Scale 4/5
Department:	Construction & Building Services	Last Updated:	July 2025

Our Purpose:

To be an extraordinary employer-led organisation; producing a highly skilled and productive local workforce.

Our Mindset:



Job Purpose:

To provide technician support for staff and students in practical classes within the programme area of Brickwork and Multi-Skills based at Newark Campus.

PRINCIPAL DUTIES AND RESPONSIBILITIES:

1. To prepare and maintain materials and resources in order to provide support of practical activities within the workshop and classrooms.
2. To support the teaching and learning on a range of courses and programmes according to the requirements of the programme areas of Brickwork and Multi-Skills.
3. To contribute to the maintenance of the programme area including producing and preparing materials and equipment relevant to the areas of delivery within the context of the Colleges' programme areas.
4. To complete and maintain any records, including Health & Safety and Risk assessments required for the area by the college and our awarding bodies.
5. To contribute to and work effectively as a member of the team.
6. To be able to work across college locations as required.
7. 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.
8. 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.
9. To maintain quality standards appropriate to the post.
10. To conform with the Health and Safety requirements relevant to the post.
11. 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 trade	A/I
2	Grade C (Grade 4) or above GCSE English or Maths or equivalent	A/I

	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	A/I
5	The ability to work constructively towards programme area targets and objectives	A/I
6	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	A/I

	Experience	PSM
7	Recent relevant experience of working in the Construction industry	A/I
8	Evidence of implementing effective resource improvements and strategies	A/I

	Work Related Circumstances	PSM
9	The ability and willingness to undertake relevant staff development.	A/I

	Skills/Abilities - Other	PSM
10	Effective organisational skills with the ability to prioritise, action plan and meet deadlines.	A/I
11	Appropriate level of IT/Digital skills	A/I
12	Responsibility for the safeguarding and promoting the welfare of children wherever applicable	A/I
13	Ability to adapt and generate ideas using a problem-solving mindset	A/I/T
14	Ability to travel to all sites	A/I

Prepared By:	Mark Snell (Curriculum Lead)
Date:	08.05.25

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

