

LINCOLN COLLEGE JOB DESCRIPTION

Post Title:	Lecturer in Technical & Professional Studies	Post Number:	LC1346P
Daily Supervision:	Curriculum Lead – Carpentry & Joinery, Multi-Skills and Technical & Professional Studies	Grade:	Lecturer Scale 1 - 5
Department:	Construction	Last Updated:	March 2025

Our Purpose:

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

Our Mindset:



Job Purpose:

To prepare, deliver, assess and coordinate on Technical & Professional construction programmes within Construction and Building Services (Construction).

PRINCIPAL DUTIES AND RESPONSIBILITIES:

1. To teach over the range of Technical & Professional courses and all levels, from Level 3 to 5 on subjects in construction and civil engineering. Including Apprentices on their journey from induction to End Point of Assessment (EPA).
2. To assess candidates and portfolios across the range of qualifications, and in line with awarding body requirements
3. To manage specific courses as required by the curriculum lead
4. To carry out the role of personal tutor and programme Co-Ordinator as required.
5. To contribute to the development of new programmes.
6. To assist with the operation and commercial development of the school.
7. To contribute to the process of programme marketing and the recruitment and selection of students at Open Days and Welcome Days.
8. To liaise with local employers to ensure training reflects their requirements.
9. To liaise with schools, parents and/or employers as appropriate.
10. To write submissions for Awarding Bodies.
11. To carry out internal verification as required.
12. To liaise with awarding bodies and external verifiers.
13. To co-ordinate the timetabling of individual student programmes.
14. To participate in any cross-college working / strategy groups as may from time to time be established.
15. To contribute towards the development of an inclusive learning environment.
16. To maintain learning, assessment and teaching quality through critical self-reflection and collegial activity.
17. To promote and accept the responsibility and development of the Equal Opportunities Policy throughout all aspects of employment.
18. To develop and maintain quality standards appropriate to the post.
19. To maintain professional standards and expertise by undertaking relevant professional development.
20. To conform with the Health & Safety requirements to the post.
21. 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	A specialist qualification in Construction and the Built Environment/Civil Engineering	A/I
2	Certificate in Education, PGCE or equivalent or the ability and willingness to obtain a level 4 professional teaching qualification within 2 years of commencing employment	A/I
3	GCSE (or Equivalent) in Maths/English grade A-C	A/I
4	Assessor and Verifier Award or willingness to undertake	A/I

Skills/Abilities – Interpersonal		PSM
5	The ability to work in a non-discriminatory manner.	A/I
6	The ability to respond to the individual learning needs of learners	A/I
7	The ability to teach a range of Technical & Professional qualifications at least up to HNC/D level in Building and Civil Engineering, Quantity Surveying, Construction Management, Procurement.	A/I
8	The ability to instruct students in practical and theoretical activities	A/I
9	The ability to carry out on-site assessment	A/I

Experience		PSM
10	Recent industrial experience in Construction and Civil Engineering	A/I
11	Experience of preparation, delivery and assessment of Construction trades	A/I

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

Skills/Abilities - Other		PSM
13	Appropriate level of IT skills to undertake relevant duties, ie Word, Powerpoint, Teams or the willingness and ability to undertake relevant training with Canvas and any other digital platforms.	A/I
14	Responsibility for the safeguarding and promoting the welfare of children wherever applicable	A/I
15	Ability to be able to travel to various geological locations	A/I
16	The ability to promote equal opportunities and Diversity throughout the role	A/I

Prepared By:	Paul Barnes Curriculum Lead – Carpentry & Joinery, Multi-Skills and Technical & Professional Studies
Date:	March 2025

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

