

## LINCOLN COLLEGE JOB DESCRIPTION

<b>Post Title:</b>	Lecturer in Transport & Logistics	<b>Post Number:</b>	LC1383P
<b>Daily Supervision:</b>	Curriculum Lead – Online & Community	<b>Grade:</b>	Lecturer 1-4
<b>Department:</b>	EPCLS	<b>Last Updated:</b>	June 2025

### Our Purpose:

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

### Our Mindset:



### Job Purpose:

To teach Transport and Logistics related training to adults who are part of the college's HGV and Forklift Truck Training Schemes. The role will prepare learners to take related driving and theory tests and gain relevant industry expertise to support progression into new careers.

The role will work in partnership with Branston Ltd to deliver training based at the newly developed driver training centre in Nocton.

## PRINCIPAL DUTIES AND RESPONSIBILITIES:

1. To teach Transport & Logistics theory across two pathways for HGV and Forklift Truck.
2. To support student learning through tuition, assessment and guidance.
3. To manage courses, including Awarding Body requirements.
4. To carry out the role of Personal Tutor as required.
5. To contribute to the development of current and new courses.
6. To assist with the operation and development of the driver training centre.
7. To contribute to the marketing of programmes and the selection and recruitment of students.
8. To liaise with employers and external stakeholders as appropriate.
9. To liaise with Awarding Bodies and external verifiers.
10. To carry out internal verification as required.
11. 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.
12. 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.
13. To maintain quality standards appropriate to the post.
14. To conform with the Health and Safety requirements relevant to the post.
15. 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 working knowledge of driver and logistics training related to HGV and forklift.	A
2	A recognised teaching or assessor qualification at Level 3 or above, or a willingness to undertake such a teaching qualification within 2 years of commencing employment (4 years for fractional posts).	A
3	A working knowledge of assessment for up to Level 2 qualifications.	A/I

	Skills/Abilities – Interpersonal	PSM
5	The ability to teach and manage learning across a range of abilities.	A/I/T
6	The ability to communicate effectively to a wide range of people.	A/I
7	Good presentation skills.	A/I/T
8	The ability to respond to individual learning needs.	A/I
9	The ability to work in a non-discriminatory manner.	A/I

	Experience	PSM
11	Proven competence of teaching in a related subject.	A/I
12	Experience of the driving and logistics sector.	A/I

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

	Skills/Abilities - Other	PSM
17	Good organisational and planning skills.	A/I
18	Appropriate IT skills.	A/I
19	Responsibility for safeguarding and promoting the welfare of children, young people and vulnerable adults.	A/I

<b>Prepared By:</b>	Sean Knight
<b>Date:</b>	17.06.25

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

