

Post Title:	Instructor/Assessor – Mechanical Engineering	Post Number:	LC1412P
Daily Supervision:	Curriculum Lead – Mechanical Engineering & Engineering Career College	Grade:	LC Support Scale 6
Department:	Construction	Last Updated:	September 2025

Our Purpose: Be Ready...

Realise Aspirations, Shape Futures, Serve our communities

Our Code:

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

Community

Accountability

Respect

Excellence

Job Purpose

To work alongside our wider specialist curriculum delivery teams to provide training and assessment of Mechanical Engineering and Fabrication & welding Apprenticeship students. The role is required to guide and support the progression and assessment of learners to successful completion within either a Mechanical Engineering or Fabrication & welding apprenticeship. You will also contribute to the ongoing development of our training content to ensure we are providing high quality education, training and assessment, whilst also supporting apprentices to become exceptionally prepared for work, meeting our own commitment to be the training provider of choice locally and nationally.

Principal Duties and Responsibilities:

1. To support learners through the learner journey from induction to completion to ensure a positive destination into employment, self-employment, promotion or further or higher education.
2. To provide training, coaching and assessment of apprenticeship programme learners on both Mechanical engineering pathways and Fabrication & Welding pathways at various levels.
3. To work with learners to develop personalised learning plans, to equip them with the skills, knowledge and behaviours facilitating positive progress towards their long-term aspirations.
4. To help raise expectations and aspirations of our apprentices and learners, to enthuse, motivate and create ownership of their own learning and assessment processes.
5. To support the learners to develop Maths and English to the level required.
6. To assist in the development of all programmes and associated learning materials within the Mechanical engineering and Fabrication & welding engineering programme areas.
7. To liaise with the Curriculum Lead and the Quality team to prepare for, and participate in external quality assurance visits from awarding organisations.
8. To maintain learning, assessment and training quality through critical self-reflection and collegial activity.
9. To support the delivery of apprenticeship programme training and/or assessment to achieve qualitative and quantitative targets.
10. To undertake Mechanical engineering Fabrication & Welding workshop activities, visits and inductions as required.
11. To accept responsibility for the implementation of the College's Equal Opportunities policy throughout all personal and commercial 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 and assessment processes are 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 and vulnerable adults 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 3 Assessors award (or equivalent) and the ability to undertake Level 4 IQA award training within two years.	A/I
2. Possession of a Level 3 Award in Education and Training (previously PTLLS) or equivalent professional teaching qualification	A/I
3. Level 3 qualification in Mechanical Engineering/Welding and Fabrication disciplines	A/I
4. GCSE English and Maths at Grade A-C/Grade 7-4 (or equivalent)	A/I
5. IQA qualification (desirable) or the ability to undertake within two years	A/I

Skills/Abilities – Interpersonal	PSM
6. Proven ability to work within a team and independently	A/I
7. Good interpersonal skills with the ability to communicate with colleagues, learners and their employers and to respond to individual needs	A/I
8. Proven ability to work in a non-discriminatory manner	A/I
9. The ability to respond to the individual learning needs of customers and provide a high level of customer care	A/I
10. Proven ability to motivate and assist learners to work towards successful completion of their qualification and achieve a positive destination	A/I

Experience	PSM
11. Recent relevant experience / employment in the Mechanical Engineering/Fabrication and Welding industries	A/I
12. Thorough knowledge and understanding of Mechanical engineering/Fabrication and Welding procedures and work-place assessment of competence against national standards	A/I

Work Related Circumstances	PSM
13. Proven ability to plan, deliver and assess underpinning knowledge to learners of different abilities	A/I
14. Proven ability to interpret occupational standards against actual work experience, skills and knowledge	A/I
15. Good written and verbal communication skills to liaise with learners and employers, maintain accurate records, complete assessments and provide constructive feedback	A/I
16. Proven ability to promote the development of maths and English and assess competence in this area	A/I
17. Willingness to undertake relevant staff development	A/I
18. Ability and willingness to travel to various geographical locations	A/I

Skills/Abilities - Other	PSM
19. Good written and verbal communication skills, to maintain accurate records and complete reviews and reports	A/I
20. Appropriate level of IT skills to undertake relevant duties	A/I
21. Proven ability and willingness to work flexibly to accommodate the demands of employers and students	A/I

Prepared By:	Curriculum Lead – Mechanical Engineering
Date:	September 2025

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:

