

ROLE PROFILE

Job Title:	Lecturer																		
Responsible to:	Programme Team Leader																		
Responsible for:	N/A																		
Salary: Salaries outlined will be pro rata.	<table> <thead> <tr> <th>Qualified</th><th>Non-Qualified</th></tr> </thead> <tbody> <tr><td>£32,416</td><td>£30,351</td></tr> <tr><td>£33,974</td><td>£31,862</td></tr> <tr><td>£37,084</td><td>£34,884</td></tr> <tr><td>£38,647</td><td>£36,400</td></tr> <tr><td>£40,207</td><td>£37,913</td></tr> <tr><td>£43,304</td><td>£40,921</td></tr> <tr><td>£44,863</td><td>£42,435</td></tr> <tr><td>£46,421</td><td>£43,948</td></tr> </tbody> </table>	Qualified	Non-Qualified	£32,416	£30,351	£33,974	£31,862	£37,084	£34,884	£38,647	£36,400	£40,207	£37,913	£43,304	£40,921	£44,863	£42,435	£46,421	£43,948
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Hours per week:	Fractional 0.6. 22½ hours per week which is the equivalent to 3 full days per week. Approx 14½ contact teaching hours per week. Fixed term until 31 August 2027																		
Weeks per year:	All year round, however, the college term is for 38 weeks per annum. Students attend college for 36 weeks per annum.																		
Conditions of Service:	Callywith College Trust																		
Academic or Support:	Academic																		
Annual & Other Leave:	40 days holiday per year (pro rata'd for part time) 5 additional closure days per year. 8 Public Bank Holidays Up to 5 days TOIL in recognition of attending parent/carer and marketing events. Opportunities for working from home outside of term time.																		
Key Purpose of the Role:	Plan, deliver and assess high-quality teaching and learning within the programme area. Contribute to the development and quality of the curriculum, promoting excellent outcomes and student progression. Engage professionally with colleagues, systems and processes across the college to ensure students experience a consistent, high-quality education.																		



Teaching Delivery & Learning Support:

Plan, prepare and deliver high-quality, engaging lessons appropriate to the level and needs of learners, including schemes of work, lesson plans and differentiated resources.

Provide a positive, inclusive and well-managed learning environment that encourages student engagement and achievement.

Incorporate effective teaching strategies, learning technologies and subject-relevant updates into lessons.

Promote high expectations of behaviour, effort and achievement within all teaching sessions.

Support students to develop academic, study and employability skills as part of their course learning.

Assessment, Feedback & Progress Tracking:

Set, mark and internally verify assignments, tests and examinations in line with awarding body and college requirements.

Provide timely, constructive and developmental feedback to support learning and progression.

Maintain accurate and up-to-date assessment records, using college systems to track student progress and attainment.

Contribute to internal standardisation, moderation and exam board processes.

Support students to prepare effectively for internal and external assessments.

Learner Progress & Collaboration:

Work closely with Personal Development Tutors (PDTs), sharing academic progress information and identifying any emerging concerns affecting learning.

Provide subject-specific updates to PDTs to support high-quality pastoral, attendance and progress interventions.

Participate in case discussions and meetings where needed, contributing academic insight to student support planning.



COMPASSION



RESILIENCE



RESPECT



SUCCESS

Respond to queries from PDTs relating to academic progress, assessment or classroom engagement.

Promote positive learner behaviours, attendance and attitudes to learning within the curriculum area.

Curriculum Planning & Development:

Contribute to the review and development of teaching materials, learning resources and assessment activities.

Participate in course evaluation, self-assessment and quality improvement activities led by the Programme Team Leader

IT & Administrative Tasks:

Use college digital platforms (MIS, VLE, Teams, digital registers) for teaching, communication, assessment and record-keeping.

Complete administrative tasks associated with teaching, assessment and quality assurance within agreed timescales.

Maintain accurate class records, including attendance and assessment data.

Other Professional Tasks:

Undertake additional responsibilities within the curriculum team or across the college, such as Course Leadership, mentoring, subject coordination or involvement in cross-college initiatives.

Attend staff meetings, exam boards, recruitment events, open days and parents'/carers' evenings as appropriate.

Assessor Role (where applicable):

Assess occupational and vocational competence in line with qualification specifications.

Conduct practical or workplace assessments where required.

Apply current assessment principles and maintain relevant assessor qualifications or CPD.



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COLLEGE-WIDE RESPONSIBILITIES

As a member of staff at Callywith College, the post-holder is expected to contribute to the overall aims and values of the college by actively engaging in the following areas:

Probationary Period

Your first nine months (academic or management roles) or six months (support staff) of employment will be a probationary period. During this time, your suitability for the role will be reviewed and assessed.

Performance and Development

Take part in the college's performance appraisal and review process. Engage in ongoing professional development activities to support continuous improvement and growth.

Equality, Diversity and Inclusion

Promote and support equality, diversity and inclusion in accordance with college policies and values.

Student Experience

Contribute to providing a high-quality environment that supports student learning, wellbeing, and personal development. Support the delivery of effective Student Welfare and Support Services.

Organisational Development

Contribute to the development of a flexible, responsive, and forward-thinking college. Support college marketing and promotional initiatives as appropriate.

Health, Safety and Use of Resources

Use college equipment, premises, and property safely and responsibly. Adhere to all health and safety policies and procedures. Carry out Fire Marshall or First Aid duties as required (training will be provided if needed).

Wider College Contribution

Participate in and contribute to general college-wide developments and initiatives. Be open and adaptable to changes in role and responsibilities as the college evolves.

Safeguarding

The college is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.



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PERSON PROFILE

LECTURER

Ideally, the person appointed will have the following skills and experience:

- A relevant degree (Level 6 or above) or equivalent professional qualification in the subject area.
- A recognised teaching qualification appropriate to Sixth Form or Further Education teaching, or a commitment to achieve one within an agreed timeframe.
- Experience of planning, delivering and evaluating high-quality teaching, learning and assessment.
- Ability to assess learner work accurately and provide constructive feedback that supports progress and achievement.
- Experience of using learner progress and assessment information to inform teaching and identify appropriate interventions.
- Strong classroom management skills and the ability to establish a positive, inclusive and learner-centred environment.
- Effective organisational skills, including the ability to prioritise workload, meet deadlines and maintain accurate records.
- Confidence in using digital technologies and management information systems to support teaching, assessment and administration.
- Excellent communication and interpersonal skills, with the ability to build positive relationships with students, colleagues and parents/carers.
- Commitment to safeguarding, equality, diversity and inclusion.
- Commitment to continuous professional development and reflective practice.
- A willingness to contribute positively to the wider life of the college and uphold the values of Success, Respect, Resilience and Compassion.

The college is registered with the Disclosure and Barring Service and the successful applicant will be required to apply for a Disclosure at the enhanced level. If you apply for a job with vulnerable people when you know you are on a barred list, you could be fined or face a prison sentence.

Callywith College is committed to ensuring a culture of valuing diversity and ensuring equality of opportunities.



COMPASSION



RESILIENCE



RESPECT



SUCCESS

CALLYWITH VALUES

CHOSEN BY STAFF
AND STUDENTS, **OUR
VALUES REPRESENT
THE VISION, MISSION
AND CULTURE OF
CALLYWITH COLLEGE.**

