



LECTURER IN BUSINESS AND/OR TRAVEL & TOURISM

Application Information Pack



In association with Truro & Penwith College



Advert

Part Time, 0.5

Business and/or Travel & Tourism Lecturer

£29,184 - £43,336 pro rata

Appointment from August 2025

Are you passionate about teaching and working at a college where “students enjoy their studies and take pride in their work” (Ofsted, 2024)? Join the outstanding team at Callywith College and make a real impact on the lives of our students.

We are looking for an enthusiastic and dedicated Business and /or Travel & Tourism Lecturer to join our team on a 0.5 contract, with the possibility of additional hours depending on availability. This role will involve teaching on the BTEC Level 3 Extended Diploma in Business and/or the BTEC Level 3 Extended Diploma in Travel & Tourism, providing students with the knowledge and skills needed for future success in these industries. The ability to offer flexibility within the department is also very important.

To be considered for this role, candidates must hold a relevant degree or professional qualification, as well as a recognised teaching qualification. Experience and a successful track record in delivering Level 3 courses would be an advantage, along with a passion for engaging and inspiring students.

If you are committed to high-quality teaching and eager to share your expertise in Business or Travel & Tourism, we would love to hear from you.

We offer a generous package with benefits including 40 days annual leave plus bank holidays and College closure days, teacher pension scheme, relocation package, free on-site parking and a variety of on-site benefits and discounts.

CLOSING DATE: 5PM, MONDAY 24 MARCH 2025

Curriculum Vitae are not accepted, Application Forms only.

Successful candidates will be notified within 4 weeks of the closing date.

About us

Callywith College is a post-16 college in Bodmin that opened in September 2017 and has been consistently rated Outstanding by Ofsted, including its most recent inspection in 2024.

The College was created in association with Truro and Penwith College to serve students aged 16–19 from North and East Cornwall. Callywith College received the go-ahead in February 2016, funded as a Free School. The College aimed to provide the outstanding Truro and Penwith College experience for young people in Bodmin and North and East Cornwall.

Outstanding

Callywith College is one of the best post-16 colleges in the country, a fact recognised by Ofsted which gave us Outstanding status in January 2020 and March 2024.

Our Ofsted Outstanding Status is a source of great pride, but what does it mean for you? Comments made by the Ofsted inspectors' report give an insight as to why our students thrive during their time with us and how you will have the best chance of achieving your goals when you choose Callywith College. Read more about what makes us outstanding [here](#).

Achievement

Callywith remains one of the top non-selective colleges in the country, where students consistently achieve outstanding results compared to local and national averages.

Callywith College was **ranked highest in the national list** of all 82 sixth form and 16-19 Free schools in the country, with an achievement rate of 95.1 per cent released by the Department for Education in April 2020. Find out more [here](#).

The College also featured in The Times - Best 20 state sixth-form colleges in England 2022.

Callywith College achieved the **INVESTORS IN DIVERSITY FOR SCHOOLS** Award in March 2023. This demonstrates the College's commitment to an all-encompassing approach to equality, diversity and inclusion.

Callywith have also been awarded **Trauma Informed and Mentally Healthy School** status following our assessment in October 2023.

We are looking for exceptional applicants with the vision, energy and determination to provide first class education and support by joining a college which highly values all of its staff in a culture of support, togetherness and high aspirations for all.

The Lecturer scale is divided into a number of bands:-

B	£29,184 - £31,716
C	£33,542 - £37,534
D	£39,349 - £43,336

The precise band on which the post will be offered will be finally determined at interview.

We ask that experienced candidates should include details of the results their students have obtained over the past two years. Candidates should also indicate if they are able to contribute to other aspects of the College's teaching programme. The selection criteria for short listing and at appointment will include consideration of qualifications, previous experience and achievements, ability to work with energy and commitment, ability to work as a member of a team, and ability to contribute to the future development of the College.

Job description

Post:	Lecturer
Responsible to:	Principal
Salary:	Lecturer
Conditions of Service:	Callywith College Conditions of Service
Main Purpose of Job:	<p>Teaching and providing learning support for students.</p> <p>Acting as personal tutor to a group of students and providing appropriate support.</p> <p>Undertaking other professional tasks within the curriculum team, the student support team or across the College.</p>
Specific Duties:	
Learning Support:	<p>To diagnose learners' needs and to formulate programmes that will specify those needs.</p> <p>To design a pattern of learning experiences.</p> <p>To provide high quality learning experiences for students.</p> <p>To be a member of a curriculum team and to co-operate fully in its work.</p> <p>To participate fully in arrangements for student assessment and progress reviews.</p>
Tutorial Support:	<p>To establish a personal knowledge of and relationship with assigned students.</p> <p>To be a member of a student support team and to co-operate fully in its work.</p> <p>To help students identify and resolve matters which block their progress.</p> <p>To liaise with staff and other organisations to provide information and support for students.</p>

Other Professional
Tasks:

To accept responsibility for specific tasks within the curriculum team, the student support team or across the College. (The nature of such tasks will vary from time to time, responsibilities will be assigned by the Principal following discussions with individual members of staff, the Senior Staff and Team Leaders. Typical responsibilities might include acting as a Course Leader, acting as a Subject or Section Leader, undertaking a cross-College curriculum function or developing a new course or delivery arrangement).

Administration and
Planning:

To maintain appropriate records.

To contribute to working parties or team groups.

To undertake all administrative tasks associated with assigned teaching, tutorial and other tasks and to participate in the planning process operating within the individual teams and in the College.

Assessor Role:

Demonstrate understanding of the principles and practices of assessment.

Assess occupational competence in the setting.

Assess vocational skills, knowledge and understanding in line with the specification.

General Requirements:

As a member of staff the postholder will be required to further the agreed aims of the College by participating fully in the following:-

- To participate in the scheme for appraisal and review of performance adopted by the College.
- The provision of a high quality environment for student learning and associated activities.
- Student Welfare and Support Services.
- The development of a flexible and responsive institution.
- College promotional and marketing activities.
- The safe and appropriate use of College equipment, premises and property.
- Health and Safety procedures as laid out in the College Health and Safety Policy.
- Staff development activities.
- General College developments.
- To register and comply with IFL requirements.
- To be responsible for promoting equality and diversity in line with College procedures.

The first nine months of your employment will be a probationary period, during which your suitability for the position to which you have been appointed will be assessed

All members of staff must be prepared for changes in their responsibilities and work.

The postholder will also be required to undertake such other tasks as the Principal from time to time may determine which will include Fire Marshall and First Aid Duties.

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.

PERSON SPECIFICATION

LECTURER

The person sought will have most, if not all, the following skills and experience:-

- A degree or similar equivalent professional qualification and a recognised teaching qualification.
- A record of continued student or professional development.
- A record of achievement in teaching within an area appropriate to the curriculum remit of the team.
- Be an effective communicator, both in writing and orally.
- Be committed to good working relationships and have the ability to motivate others.
- Be committed to the implementation of a curriculum and working practices which are free from any bias relating to gender, disability or ethnicity.
- Enthusiasm for the opportunities presented by the establishment of a new College.

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.

Useful Links

[REPORT AND FINANCIAL STATEMENT OF CALLYWITH COLLEGE](#)

[CALLYWITH COLLEGE PROSPECTUS AND OTHER PUBLICATIONS](#)

[CALLYWITH COLLEGE OFSTED REPORT 2020](#)

Terms & Conditions

Continuous Service

Your continuous service dates from the commencement of the contract with the college except where periods of previous service with other local authorities and related employers are allowed to count as continuous employment for specified purposes in the Contract, the pensions scheme and other agreements.

Holidays

Holiday entitlement for this post is currently 40 working days plus college closure days and public holidays.

Probationary Period

The appointment is subject to the satisfactory completion of a 9 month probationary period.

Pensions

The post falls within the scope of the Teachers Pension Scheme (TPS). Further details can be found at <https://www.teacherspensions.co.uk/members/member-hub.aspx>

Commitment to Safeguarding

Callywith College is committed to safeguarding and promoting the welfare of children and young people. All applicants must be willing to undergo a Criminal Record (DBS) Check (Standard or Enhanced depending on the post applied for) and past employment checks.

Equality, Diversity and Inclusion

The College is an Equal Opportunities Employer and is committed to ensuring a culture of valuing diversity and equal opportunities.

Data Protection

By applying for a post at Callywith College, you are giving your consent for us to process personal information about you. We have legal obligations to fulfil in the way that we deal with that data. We must collect the information fairly, that is, inform you that we will process it for the purpose of recruitment and selection and the employment relationship for the successful applicant. All information will remain confidential and will only be viewed by those involved in the selection process. If you are not successful, then your information will be destroyed after six months in accordance with Data Protection Policy.

Working for Us

Located in a stunning county with dramatic coastline, captivating fishing harbours, spectacular beaches and a world class food scene, Cornwall is a great place to live and Callywith College a great place to work.

Benefits

- Competitive salaries
- Generous occupational pension schemes for academic and support staff
- Supportive family friendly and flexible working policies
- In-house Cycle to Work Scheme
- Generous holiday & sickness entitlements
- Free Library membership
- Free parking
- We invest in facilities
- We have fun (team days and social events)
- We value staff development
- Free health and wellbeing programme
- Free recreational courses
- Staff Discounts at local leisure and retail establishments
- Free health checks and corporate eye care scheme
- In house leadership and management programme
- Accessible campus and facilities
- Free access to Counselling and Mental Health Advisors
- Workstation Assessments/Occupational Health Referrals
- Excellent facilities accessible at Truro and Penzance for relaxation and rejuvenation at discounted prices – restaurants, coffee shops and salons

How to apply

Application forms and details of how to apply for this post are available online at

<https://www.callywith.ac.uk/about-us/work-for-us>

or via email to

hres@truro-penwith.ac.uk

Application forms can be sent to us either by email to

hres@truro-penwith.ac.uk

or by post to:

HR and Employee Services Department
Truro & Penwith College
College Road
Truro
TR1 3XX

Inspiring Futures Start Here



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