

LINCOLN COLLEGE

JOB DESCRIPTION

Post Title:	Lecturer in Automotive Engineering	Grade:	Lecturer Scale 1-7
Post Number:	LC0568P	Date:	May 2020
Line Manager:	LSL Auto Motive	Directorate:	Professional Industries
Daily Supervision:	LSL Auto Motive	Unit/School:	Engineering

Job Purpose:

To prepare, deliver, assess and coordinate on Automotive Engineering programmes in Engineering department

Principal Duties and Responsibilities:

To be responsible for course management and success rates of key programme and courses within Automotive Engineering

To prepare, deliver and carry out teaching and learning with necessary assessment of students including on site assessment where appropriate.

To carry out the role of course tutor and as required.

To carry out and maintain records and documentation required by the College curriculum quality policies and systems.

To contribute to the selection, recruitment and enrolment of students.

To liaise with schools, parents and/or employers as appropriate.

To carry out internal verification as required.

To actively implement College's Equal Opportunities policy review and implements action plans in accordance with relevant EDIMS of the College and within the area of Construction and Engineering.

To maintain professional standards and expertise by undertaking relevant professional development.

To maintain teaching and learning quality standards through peer review and lesson observation activity.

To conform and promote the Health and Safety requirements relevant to the post.

To contribute to the development of new programmes and work as a member of a flexible delivery team within the Automotive Engineering Section.

To liaise with awarding bodies and external examiners/verifiers.

To co-ordinate timetabling of individual student programmes.

To participate in cross-college working / strategy groups as may from time to time be established.

To be responsible for the safeguarding and promoting the welfare of children wherever applicable within the role.

NB: 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.

LINCOLN COLLEGE

PERSON SPECIFICATION FORM

Post Title: Lecturer in Automotive Engineering **Grade:** Lecturer Scale 1-7
Post Number: LC0568P **Date:** May 2020
Directorate: Professional Industries **Unit/School:** Engineering

No.	Requirement	Proposed Selection Method *
Knowledge		
1	Certificate in Education, PGCE or equivalent or the ability and willingness to obtain a level 4 professional teaching qualification within 1 year of commencing employment.	A/I
2	Level 3 Qualification in Automotive Engineering	A/I
3	Assessor and Verifier Award	A/I
Skills/Abilities – Interpersonal		
4	The ability to work in a non-discriminatory manner.	
5	The ability to respond to the individual learning needs of customers.	A/I/T
6	The ability to support students undertaking Automotive Engineering qualifications in a flexible environment.	A/I/T
7	The ability to instruct students in practical and theoretical activities.	A/I/T
8	The ability to carry out on-site assessment.	A/I
Experience		
9	Industrial experience in Automotive Engineering industry	A/I
10	Experience of preparation, delivery and assessment of Automotive Engineering	A/I/T
Work Related Circumstances		
11	The ability and willingness to undertake relevant staff development.	A/I/T
Skills/Abilities – Other		
12	Appropriate level of IT skills to undertake relevant duties, ie Word and Powerpoint or the willingness and ability to undertake relevant training.	A/I
13	Responsibility for the safeguarding and promoting the welfare of children wherever applicable.	A/I/T
14	Ability and willingness to travel to various geographical locations	A/I

Prepared By: Rick Long

Designation: HLS Engineering

Date: May 2020

* A = Application Form

I = Interview

T = Test