

Job Description:

Lecturer in Uniformed Protective Services



Lecturer in Uniformed Protective Services

REF: SL0073-749

The role:

The role is to contribute to the development and delivery of BTEC Uniformed Protective Services and related qualifications. This may include teaching across a variety of programmes including L2 and L3 Sport dependant on the skills and expertise of the successful candidate.

Introduced in 2022, the Level 3 Uniformed Protective Services BTEC has attracted significant interest from applicants and has a full cohort in year 1 and year 2 and is a very popular course for our local school leavers.

The course has excellent industry links with Merseyside Police, Merseyside Fire and Rescue and the RNLI. Students on this programme benefit from a wide range of trips, visits and enrichment opportunities.

The successful candidate will also play a key role in curriculum development and growth of both subject areas provision in collaboration with the college's marketing team. The College has a dedicated Crime Scene Room, an Incident Room and a Sports Hall, Fitness Suite & Drill Hall.

The post holder will be self-motivated, enthusiastic and able to demonstrate enthusiasm whilst working with the curriculum leader to continue to drive improvements in the area. Experience of delivering Uniformed Protective Service course will be particularly advantageous.

Teaching hours may be at either of the College's two sites.

Responsible to:

The postholder is responsible to the Curriculum Manager.

Key Accountabilities and Responsibilities:

Lecturer duties and responsibilities are wide ranging. They may include, but are not restricted to the following depending upon the emphasis in any given post.

1. Formal Scheduled Teaching.
2. Ancillary duties emanating from formal scheduled teaching. These include but are not limited to:

Planning, preparation, marking (including other forms of assessment), day to day communication with students for the purpose of guidance and support, administration including admissions, enrolment and registration, subject updating, personal development and teaching and learning innovation and improvement, participation in course evaluation as appropriate, participation in the Maintaining Student Responsibility procedures as appropriate.

3. Staff development work, including conduct and participation in staff appraisal and in-service training based on an assessment of individual service needs.

4. Timetabled enrolment/admissions/guidance/counselling activities.
5. Attendance at marketing events.
6. Invigilation.
7. Substitutions for absent colleagues.
8. Development and supervision of resource-based learning activities other than officially designated tutor-led activities located in a Learning Resource Centre.
9. One-to-one learner support/tutoring other than programmes which consist entirely of formal portfolio assessment and accreditation activities.
10. Work placement visits.
11. Supervision of residentials over and above formal scheduled teaching delivered during residentials.
12. Scheduled activities/tasks associated with the College's Quality Assurance systems.
13. Research and consultancy.
14. Maintain up to date resources.
15. Development of new resources and population of the VLE.
16. Attend relevant staff development
17. Management and administration. This may include:
 - contributing to College administration or the administration of education and training programmes
 - publicity and public relations
 - participation in appropriate team and committee meetings and course management duties including the interviewing, induction, assessment and examination of students
 - supervision and appraisal of other members of staff, administration and marketing activities, resource and financial management, quality management and external liaison
 - preparing statistical returns including retention rates, examination results, student progress placement and destination
 - participation in student monitoring and reporting and course review and evaluation procedures
 - participation in quality assurance and control procedures
18. Use College IT systems in order to complete your duties and responsibilities.

The above duties are indicative of the requirements of the post at the time of recruitment. It is management policy that roles and responsibilities are reviewed on a regular basis leading to possible modifications where appropriate. Staff may be asked to undertake other duties as may be

reasonably required commensurate with the post, at the initial place of work or at other locations from which the College operates.

The Person:

The successful candidate will be the one whose professional and personal qualities correlate most closely with the following profile:

Qualifications and Attainments	Essential/ Desirable	Method of Assessment
A degree in a relevant discipline	E	A
A recognised teaching qualification	E	A
Level 2 qualification or equivalent in Numeracy and Literacy (or willingness to undertake and achieve within 2 years)	E	A
Possession of assessor award	D	A
Possession of verifier award	D	A
Current MIDAS qualification or willing to work towards	D	A
Current First Aid qualification or willing to work towards	E	A

Experience		
Minimum 2 years teaching experience	E	A
Previous experience of working with 16-19 year olds in Uniformed Protective Services related activities or learning	E	A

Knowledge, Skills and Attributes		
Possession of relevant knowledge and expertise in Technology Enhanced Learning and the use of ICT	D	A/I
A readiness to be flexible in relating to colleagues and the requirements of the post	E	I
Willingness to contribute fully or as required, to the work of the Department and operate as an effective team member	E	I
Proficiency in managing students learning including all aspects of planning, delivery, assessment and feedback	E	I
Experience of driving a minibus	D	A
Ability to work in a way that promotes the safety and wellbeing of children & young people	E	I
To work in accordance with and promote the Southport Education Group's Staff Charter, "Our Values"	E	I
Positive, flexible and adaptable approach	E	I
Willingness to commit to adhering to Southport Education Group policies and procedures with regards to Safeguarding, Prevent, Equality & Diversity, Health & Safety etc.	E	I

Method of Assessment: A – Application, I – Interview, AS – Assessment

Salary:

£30,513.00 to £36,912.00 per annum

Summary of Terms and Conditions of Employment:

The post is offered on the Southport Education Group contract for newly appointed lecturers. This consists of a normal working week of 35 hours, comprising duties consistent with the position of lecturer, and a holiday entitlement of 49 days plus Bank Holidays. The College may close for a number of working days in the interest of efficiency. If this occurs the taking of annual leave will be directed by the Corporation up to a maximum of 9 days. Typically these closures occur over the Christmas and Easter periods.

The post holder will be eligible to contribute automatically to the Teachers' Pension Scheme. Details of the scheme in operation can be found in the vacancies area of the College's website.

During their employment with the College the post holder will be expected to conduct themselves in a manner appropriate to the professional image of the College. They will be expected to provide a prompt and efficient service and to maintain appropriate standards of personal appearance at all times.

A disclosure from the Disclosure and Barring Service (DBS) will be requested in the event of a successful application to this post.

All applications for disclosures are dealt with in accordance with the DBS's Code of Practice and the College's Policies on The Recruitment of Ex-Offenders and on The Storage, Handling, Use, Retention and Disposal of Disclosures and Disclosure Information. Copies of the Code of Practice are available from the Personnel Department on request. Copies of the policies are available on the College's website on www.southport.ac.uk and the College's Intranet.

Southport Education Group is committed to safeguarding and promoting the welfare of children and young people. Copies of the College's Child Protection and Vulnerable Adults Policy and Procedures are available on the College's website on www.southport.ac.uk and the College's Intranet.

Timetable for Appointment:

Deadline for receipt of applications: Friday, 9th May 2025 (10:00am)

Interviews will be held: Monday, 19th May 2025

Application Procedure:

An application form should be completed and supported by a letter of application, which succinctly but comprehensively identifies your reasons for applying and how your career to date may have equipped you for the post.

Completed applications should be returned via email to personnel@southport.ac.uk

Upon receipt of your emailed application form, we will acknowledge your application via return email. If you haven't received a confirmation email prior to the closing date for the vacancy, please check your 'spam' or 'junk mail' folder. If the email is in this folder, please mark it as 'not spam/junk'. This should ensure that any further emails we send to you are not missed.

CVs alone will not be accepted.

In the interests of economy, you will not hear from us again unless you are shortlisted. Your interest in the post is greatly appreciated.

