

**JOB DESCRIPTION**

**JOB TITLE:** Lecturer in Animal Management (Further Education)

**DEPARTMENT:** Animal Management

**OVERALL PURPOSE OF JOB:**

To make a significant contribution to teaching and learning in Animal Management.

Bishop Burton College includes the Riseholme College campus and the post holder may be required to carry out duties at both campuses.

The following list of duties and responsibilities is not meant to be exclusive. It should be taken as an indicator of the type and level of activity expected of this post. The list does not represent either priorities or frequency of tasks and should be regularly updated by the post holder in consultation with and agreement of their line manager.

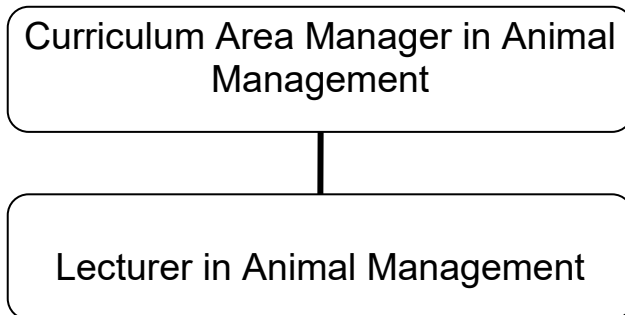
**MAIN DUTIES & RESPONSIBILITIES:**

1. Undertake the role of Course Manager/Group Tutor as appropriate, working effectively within teams responsible for devising, reviewing and maintaining effective management of learning programmes. This will include lecturing to groups of students, lesson preparation and planning, marking of assessed work, and writing examinations.
2. Provide regular assessment, progress reporting, marking of assessments and examinations and management/supervision of student educational visit programmes.
3. Record in an accurate and timely manner data and information, including registers, withdrawals, transfers, assessments, examination results and student progress.
4. Manage and maintain student morale and discipline working closely with college managers to assure an appropriate learning environment.
5. Keep up to date with academic/vocational subjects, develop and maintain links with industry, curriculum development, and assessment requirements relevant to the areas of teaching and competence.
6. Contribute to Quality Assurance processes in college, including Annual Course Review and Self-Assessment.
7. Take an active role in college marketing activities including advice and guidance of students, and participation at promotional events.
8. Develop existing and initiate new curriculum development with college managers/course teams and to undertake research and other forms of scholarly activity as required.
9. Embrace new learning technologies/ILT and implement the same within own teaching.
10. Set and monitor targets in conjunction with college managers in relation to recruitment, enrolment, retention, achievement, attendance and other teaching and learning outcomes. Ensure appropriate monitoring arrangements are in place for tracking progress of students.
11. Ensure course and other curriculum quality files are maintained to include schemes/records of work, course reviews, action plans and tracking documents.

- 12. Establish effective contact with students, parents/guardians, employers, validating bodies, external verifiers/examiners.
- 13. Contribute to a sensitive and supportive approach to equality and diversity in liaison with the Curriculum and Learning Manager, and undertake other duties as required.
- 14. Perform such other duties as reasonably correspond to the general character of the post and are commensurate with its level of responsibility.
- 15. Take part in all staff College events such as Lambing Sunday and Town & Country Day

The College is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and expects all staff to share this commitment. **All staff** are in a position of trust and therefore have a responsibility to promote and safeguard the welfare of children, young people and vulnerable adults in accordance with the nature of this post. A Disclosure & Barring Service check is carried out for all relevant appointments.

**POSITION IN COLLEGE:**



	Essential ✓	Desirable ✓	Method of Assessment
<b>Qualifications &amp; Training</b>			
Animal related degree (FdSc. or BSc) e.g. Animal Science, Zoology, Animal Biology, Animal Welfare or Management	✓		Application Interview
Level 5 Teaching qualification or willingness to obtain	✓		
English and Maths at Level 2 (or agreement to work towards achieving)	✓		
First Aid at work		✓	
MSc in related animal or sciences discipline		✓	
<b>Experience</b>			
1 year teaching or training experience at Higher Education or Further Education	✓		Application Certificates
Experience working with students with special educational needs and disabilities	✓		
Related industry experience in animal husbandry or welfare	✓		
<b>Skills &amp; Special Knowledge</b>			
Knowledge of Child Protection issues	✓		Interview References
Knowledge of Animal Science	✓		
Understanding of Further Education		✓	
Understanding of managing behaviour of students with special education needs and disabilities		✓	
Excellent communication skills	✓		
Information communication technology skills	✓		
Ability to evaluate own teaching and learning	✓		
Able to form and maintain appropriate relationships and personal boundaries with young people	✓		
Ability to teach a broad range of animal related subjects from Level 1 to Level 3	✓		
<b>Disposition</b>			
Motivation to work with children and young people	✓		Interview References
Flexible, Independent, Enthusiastic, Innovative	✓		
Emotional resilience in working with challenging behaviours & appropriate attitudes to use of authority & maintaining discipline	✓		
<b>Other</b>			
Fit for the duties of the post	✓		Medical Report
DBS check carried out on appointment	✓		DBS application made by College for successful candidate
<b>Special Interests</b>			
			Interview