

Person Specification

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| Post | Lecturer B Business (Finance and Accountancy) |  | Dept | Business |
| Grade | MGL 709 - 714 |  | Ref No | 005-24 |

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| Education / Training | Criteria Essential (E)  Desirable (D) | Measured By  Interview (I)  Application (AF)  Assessment Ctre (AC)  Presentation (P) |
| Relevant Degree or equivalent professional qualification in vocational area to teach up to and including Level 5 in Business subjects  Teaching qualification PGCE/Cert Ed  Record of comprehensive professional development and industrial updating | E  E  E | AF  AF  AF |
| Relevant Experience |  |  |
| Experience of teaching in Further Education across a range of levels and learner groups including 16-19, 19+ and apprenticeships  Experience of successful course management  Experience of co-ordination of moderation and course teams  Liaison with external Partners and stakeholders | E  E  E  E | AF/I  AF/I  AF/I  AF/I |
| Relevant Knowledge/ Skills & Aptitudes |  |  |
| An in-depth and practical knowledge of relevant subject  Knowledge of current qualification structure  Knowledge of issues affecting Further Education  Knowledge of full-cost employer led courses, apprenticeships and HE with the skills to teach competently on these programmes  Ability to co-ordinate and lead a team of staff to provide outstanding courses for learners  Good organisational and administrative skills  Ability to work under pressure with changing priorities  Ability to promote and deliver excellent customer service  Understanding of excellence in teaching and learning  Ability to communicate effectively both orally and in writing | E  E  E  E  E  E  E  E  E  E | AF/I  AF/I  AF/I  AF/I  AF/I  AF/I  AF/I  AF/I  AF/I  AF/I |
| Special Requirements |  |  |
| The successful post holder would be expected to have a flexible approach to their work.  The successful applicant will need to have a DBS check to work in the College environment.  The post holder would be required to demonstrate an ability to act with discretion and maintain confidentiality.  Must be willing to undertake appropriate training and development in order to meet the requirements of the college.  Awareness of health and safety requirements.  Commitment to the principles of valuing diversity and equal opportunities.  Bolton College is committed to safeguarding and promoting the welfare of young people and vulnerable adults and expects all staff and volunteers to share this commitment. | E  E  E  E  E  E  E | AF1  AF/I  AF/1  AF/I  AF/I  AF/I  AF/I |