

Job Information Pack - Lead Practitioner: Teaching, Learning and Assessment



Thank you for your interest in working at
Bridgend College.

We hope the information in this pack is
both informative and inspirational to you.

Should you have any queries we would be
happy to help. Please contact us at:

jobs@bridgend.ac.uk

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Our values

Be all that you can be.

We believe that every person has a chance to be the best they can be for themselves and the best they can be for others.

Bridgend College offers you the opportunity to truly achieve excellence.



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Diversity, Inclusion & Safeguarding

Equality, Diversity & Inclusion

We are committed to improving representation from all sections of the community and promoting equality of opportunity. We welcome applicants from all backgrounds and communities and in particular, those that are currently under-represented in our workforce, including but not limited to, Black, Asian and ethnic minority candidates, candidates with disabilities, female candidates in STEM, and Welsh speakers. We also seek to support the employment of armed forces.

We Are Disability Confident

We are recognised as a [Disability Confident Leader](#).

We provide a fully inclusive and accessible recruitment process to help us recruit and retain those with disabilities and health conditions to fulfill their potential and realise their aspirations.

We guarantee to interview anyone with a disability if their application meets the essential criteria for the post.

Safer Recruitment

The safe recruitment of staff is the first step to safeguarding and promoting the welfare of children in education. Bridgend College is committed to safeguarding and promoting the welfare of all students.

Our HR team and Recruiting Managers have undertaken [NSPCC safer recruitment](#) training and we follow safer recruitment processes and procedures.

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Organisational Overview

Business Support

Learning Support, Cyfleoedd, Student Services and Wellbeing, Learner Journey, IT, Finance, MIS & Registry, HR, Health, Safety & Sustainability, Marketing, Estates, Catering, Administration

Engage

Commercial Training, Community College, Part Time Courses



Day Nursery & Playscheme

Local Nursery for childcare in Bridgend. Open 7am – 6pm Monday to Friday for children aged 6 weeks to 5 years.



Curriculum

Land Based, Care and Childhood Studies, Science and Engineering, Construction, Creative Arts, Sport, Public Services, Education, Services to People, IT, Skills, ILS

Work Based Learning

Apprenticeships, NVQs in the workplace, ESF Projects

Weston House

A Registered Care Home for Younger Adults regulated by the Care Inspectorate Wales (CIW)



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Lead Practitioner: Teaching, Learning and Assessment

Management scale point 2-3: £46,249 - £47,713 per annum
Full-Time and Permanent

Bridgend College recognises its responsibility to ensure the safety and wellbeing of all students. We apply a rigorous process of checking the suitability of staff and volunteers to work with children and vulnerable adults.

This post is subject to a satisfactory Enhanced DBS disclosure for child and adult workforce and registration as a FE Teacher with the Education Workforce Council.

As a term of your employment you may be required to undertake such other duties on college sites or elsewhere as may reasonably be required of you commensurate with your grade/level in the college. This is a description of the job as it is at present constituted. It is the practice of the College periodically to examine employees' job descriptions and to update them to ensure that they relate to the job as then being performed, or to incorporate whatever changes are being proposed.

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Job description for Lead Practitioner: Teaching, Learning and Assessment

Job

Purpose:

The Lead Practitioner: Teaching, Learning and Assessment will support the development, implementation, and evaluation of quality enhancement activities to improve the standards of teaching, learning and assessment practices across FE and HE. This role carries a weekly teaching commitment of 8 hours per week. This role reports directly to the Head of Quality.

The successful candidate will:

- Develop guidance and training to support the delivery of high-quality teaching, learning and assessment practice in FE and HE, including Assessment/IQA Plans, Learning Plans, Group Profiles, Learner Targets, Course Handbooks and annual monitoring activities.
- Review and analyse a range of information (including retention, attendance, progress, completion and destination data, learner survey outcomes, Learning Walk feedback, Teaching Observations and external feedback) to inform and deliver appropriate targeted support for improvement to individuals and course teams.

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Job description for Lead Practitioner: Teaching, Learning and Assessment *continued...*

- Devise and deliver a portfolio of workshops to support new and current teaching staff delivering FE and HE programmes.
- Coordinate, capture and contribute to the activities of the Teaching and Learning Coaches, as directed by the Head of Quality.
- Support the Teaching Excellence Threshold Progression process and applications to the Advance HE Fellowship scheme.
- Maintain currency with pedagogic research and developments and contribute to a culture of scholarly activity and action research.
- Participate in and where relevant lead a range of cross-college and cross-institutional projects across FE and HE.
- Contribute to an environment where there is a continual focus on raising standards and that all staff participate in appropriate quality enhancement initiatives and processes
- Participate in the preparation of relevant quality initiatives including Inspections, QAA, Estyn, Audits, Centre Visits, Internal Reviews, validation and revalidation events

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Person Specification for Lead Practitioner: Teaching, Learning and Assessment

Essential criteria

- Educated to a minimum of degree level or equivalent vocational qualifications/ experience
- Teaching qualification
- Knowledge of FE and/or HE curriculum, and quality assurance and enhancement processes
- Experience of designing and delivering workshops, classroom lessons or other relevant sessions
- Excellent listening, written and oral communication skills
- Ability to confidently disseminate information via a range of media (i.e. presentations, written reports, online sessions)
- Ability to work under pressure while maintaining professionalism
- Ability to understand, interpret and summarise information from a range of sources
- Flexible 'can do' attitude with the ability to adapt to change
- Team player with strong interpersonal skills and the ability to work with a range of internal and external stakeholders
- Sound understanding of what constitutes excellent pedagogic practice

Essential criteria continued

- Strong IT skills, including spreadsheets
- Empathetic with experience of coaching or mentoring others

Desirable criteria

- Track record of research and publication
- Management qualification (or willingness to undertake)
- Advance HE Fellowship (or willingness to undertake)
- Use of Google Suite

Other relevant criteria

- Flexible and adaptable, with ability to work across all College campuses
- Committed to CPD, College Values and Equality & Diversity
- Empathy and understanding of environmental and sustainable issues
- Welsh Language to Level 1 or above

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Why work with us? Here are some of our staff benefits...

Generous annual leave entitlement:

- Business Support (28 days)
- Lecturers (46 days)
- Management (37 days)
- Casual hourly paid staff (holiday payment)
- * Please note this will be pro rata for part time

Extensive CPD opportunities

- CPD days and events throughout the academic year
- Access to numerous courses via Skillgate
- Teaching support for Lecturers including Teaching & Learning Coaches

Work at an Award Winning College -

- TES College of the Year 2019 and #24 in the Times Top 100 Organisations to Work For (2020)
- Google Reference College
- Many other prestigious awards!

Excellent on site facilities

- Free on site parking
- Refectory facilities serving hot and cold food on all campuses & Coffee Shop with Barista style coffee and snacks; Newsagents shop
- InTuition Hair and Beauty Salon on Bridgend Campus
- Seasons' Restaurant on Bridgend Campus
- Livery and kennels on Pencoed Campus
- State of the art STEAM Academy opening September 2021 on Pencoed Campus

Enrolment into generous pension schemes

- Local Government Pension Scheme (LGPS) for Business Support
- Teachers' Pension for Lecturers

Access to student discounts

- Use your college email address to access student discounts via NUS, UniDays, Student Beans etc.

Flexible Working

- Flexible working can be considered if the hours of the post aren't suitable
- We have the potential to look at part time, condensed hours, Term Time Only contracts, job shares, hybrid working and agile working

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Why work with us? Health & Wellbeing Support...

Mental Health Support

- We are proud to hold a [Mind Gold Award](#)
- We can organise confidential counselling sessions (face to face or telephone) with Horizons Counselling.
- We can help you to complete Wellness Action Plans to support and promote your mental health and wellbeing at work
- We signed the [Time To Talk pledge](#) - we want everyone who works here to feel they can be open about their mental health, and ask for support if they need it.

Occupational Health

- We can organise occupational health referrals to identify support and reasonable adjustments that can be put in place to support you in your role

Employee Assistance Programme

- 24/7 confidential access to Employee Assistance Programme Care First
- Advice on a wide range of topics and access to resources
- 24 hour telephone counselling service

Care first

Additional support

- Free eye tests for Display Screen Equipment (DSE) users
- In Work Support - fast track physiotherapy & counselling hotline
- Fitness suite, strength and conditioning gym
- Subsidised Leisure membership