

**NEEDHAM  
MARKET  
ACADEMY**



Suffolk  
New  
College

**Lecturer in Sport**

**JOB DESCRIPTION**

## ADVERTISEMENT

### **Lecturer in Sport**

40 hours per week

Are you keen to share your skills, knowledge and experience? Would you like a rewarding career in education? We are seeking to recruit qualified professional in sport, and who have the ability to share their passion and enthusiasm, and have the ability to encourage and inspire young people.

Required to teach and assess sport related subjects up to Level 3 to a wide range of students, you should have relevant up-to-date industry experience in sport, supported by a relevant Level 3 qualification or equivalent. You should also have a Teaching qualification or a commitment to achieving a teaching qualification within a specified timeframe.

Relevant teacher training could be provided for those individuals who can demonstrate the potential to become effective teachers.

This post is based at Needham Market Academy, however you may be required to work at and travel to Suffolk New College.

**For further information, please visit [www.needhammarketacademy.com](http://www.needhammarketacademy.com)**

**Closing date: Friday 26<sup>th</sup> May 23**

**Interview date: Thursday 8<sup>th</sup> June 23**

This College is committed to safeguarding and promoting the welfare of young people and expects all staff to share this commitment. As part of our on-going commitment to Equality and Diversity, Needham market Academy and Suffolk New College guarantee to short list all applicants from a black or ethnic minority group who meet the essential criteria and all applicants with a disability who meet the essential criteria. All appointments are subject to Disclosure & Barring Service (DBS) check.

## SUMMARY OF BENEFITS, AND TERMS AND CONDITIONS

<b>Location:</b>	Needham Market Football Club
<b>Salary:</b>	To be discussed
<b>Salary Scale:</b>	Lecturer
<b>Contract status:</b>	Permanent
<b>Hours of work:</b>	40 hours per week
<b>Pension:</b>	Matched contribution pension scheme up to 5% of salary
<b>Holiday:</b>	50 days per annum (including bank holidays and Christmas closure) pro rata if part time
<b>CPD Days:</b>	5 self-directed CPD days per annum pro rata and 5 college directed CPD days per annum pro rata if part time
<b>Reporting to:</b>	Head of Education

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## JOB PURPOSE

To undertake teaching and assessment and deliver an exceptional experience to all learners monitoring student progress and achievement and working as a team member with colleagues in the curriculum area, Directorate and the wider College.

## MAIN RESPONSIBILITIES AND DUTIES

1. To undertake teaching on courses and programmes of study including lectures, seminars, tutorials, and workshops for students engaged on programmes within the curriculum area.
2. To review and develop resources to facilitate effective and innovative learning, teaching and assessment.
3. To teach and embed relevant literacy and numeracy aspects within vocational sessions as required.
4. To contribute to the development of the Virtual Learning Environment (VLE) to enhance learning, as required, including the development of independent study skills.
5. To participate in curriculum development and planning.
6. To carry out periodic evaluation and monitoring of the quality of provision in line with the quality assurance calendar.
7. To contribute to the promotion of courses within the programme area through involvement in programme guidance sessions, open events and taster days.
8. To take responsibility for administrative duties as delegated by management.

9. Support with both internal and external recruitment events (evening and weekends may be required during this time)
10. To plan, facilitate and supervise external activities and trips, including contributing to the planning of work experience
11. To communicate effectively and work closely with the Progress Tutor team to support students to achieve, including parent/guardian liaison as appropriate.
12. To undertake research and consultancy in line with College policies.
13. To work within the Directorate and cross-College on collaborative curriculum projects.
14. To maintain and develop professional and educational links regionally, nationally and internationally and actively engage with Continued Professional Development.
15. To comply with Health and Safety regulations and policy and implement these effectively throughout all aspects of the role.
16. To take a pro-active approach and responsibility for the well-being and safeguarding of all students.
17. Any other duties and training as may be required by management, which fall reasonably within the competence and level of job role.

This Job Description sets out the major duties associated with the stated purpose of the post. It should not be assumed that other duties of a similar level/nature undertaken within the section are excluded simply because they are not itemised.

The duties of this post could vary from time to time as a result of new legislation, changes in technology or policy changes, should there be such variation, appropriate training may be given to enable the postholder to undertake the new/varied work.

**PERSON SPECIFICATION**

	<b>Essential</b>	<b>Desirable</b>
<b>Education and Qualifications</b>	<ul style="list-style-type: none"> <li>• Good standard of education including Maths and English to Level 2 (GCSE C or 4 grade)</li> <li>• Level 3 qualification in a relevant subject area</li> <li>• Teaching qualification (Level 5) or commitment to achieving one within a specified period</li> </ul>	<ul style="list-style-type: none"> <li>• Assessor Award</li> <li>• Internal Verification Award</li> <li>• Degree or professional qualification in a relevant subject</li> <li>• Teaching qualification (Level 5)</li> </ul>
<b>Knowledge and Experience</b>	<ul style="list-style-type: none"> <li>• Relevant professional industry experience with a specialism in sport/football</li> <li>• Knowledge of current industry standards, trends and technology</li> <li>• Knowledge or experience in relation to aspects of teaching, training, assessing, mentoring or coaching people</li> <li>• Understanding of performance targets in relation to education including attendance, retention, progress, achievement and success.</li> <li>• Understanding of teaching, learning and assessment</li> <li>• Working with young people</li> </ul>	<ul style="list-style-type: none"> <li>• Ability to teach across FE and HE</li> <li>• Developing curriculum and teaching resources</li> <li>• Teaching in further education</li> </ul>
<b>Skills</b>	<ul style="list-style-type: none"> <li>• Ability to communicate with a diverse range of audiences including young people, managers and team members</li> <li>• Planning, time management and organisational skills</li> <li>• Build and maintain professional working relationships</li> <li>• Team work and a commitment to sharing and promoting best practice</li> <li>• IT literate and drive to enhance learning through technology</li> </ul>	
<b>Qualities and Attributes</b>	<ul style="list-style-type: none"> <li>• Motivational and inspirational</li> <li>• Student focused approach</li> <li>• Creative and innovative reflected through teaching practice</li> <li>• Pro-active and solution focused approach</li> <li>• Self-awareness and reflective thinking</li> <li>• Calm under pressure with a resilient approach</li> <li>• Diplomacy, tact and integrity and with due regard for confidentiality</li> </ul>	
<b>Attitude</b>	<ul style="list-style-type: none"> <li>• Driven to deliver high quality teaching, learning and assessment</li> <li>• Embeds and promotes equality, diversity and respect through all aspects of the role</li> <li>• Pro-active commitment towards safeguarding and promoting the welfare of young people</li> <li>• Positive and can do attitude towards work</li> <li>• Actively participates in continued professional development</li> <li>• Flexible approach to meet changing needs</li> </ul>	

## CRIMINAL CONVICTIONS

Needham Market Academy is committed to the Code of Practice of the Disclosure and Barring Service and can make a copy of the Code available upon request. Needham Market Academy welcomes applications from a diverse range of candidates. Unless the nature of the work demands it, applicants will not be asked to disclose convictions which are 'spent' under the Rehabilitation of Offenders Act 1974. Having an 'unspent' conviction will not necessarily bar applicants from employment. This will depend on the circumstances and background to any offence(s). Any post which involves direct contact with persons under the age of 18 or with vulnerable adults is exempt under the Rehabilitation of Offenders Act 1974 and applicants are required to disclose spent convictions. Appointments will be subject to a Disclosure check by the DBS.

## APPLICATION

Please can you email a copy of an up to date CV alongside a cover letter to [info@needhammarketacademy.com](mailto:info@needhammarketacademy.com)

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