



# Job Description: Lecturer in Early Years



## Lecturer in Early Years

REF: SL0078-736

### The role:

We are seeking to appoint a well-qualified, highly motivated, and innovative lecturer committed to enhancing our students' achievement and experience in Early Years Education at Southport College. The successful candidate will play a full role in sustaining and building on the high achievement of T-Level in Early Years Education, L2 Early Years and L3 Diploma in Early Years at the Southport College site. You will ideally have a good honours degree (or equivalent) and teaching qualification, have experience of teaching students at Level 2 & 3, and be committed to our students, your subject and the teaching profession. We are, however, willing to consider candidates with other relevant qualifications and experience in education.

This is an opportunity for you to make your mark and ensure excellent teaching and learning, helping us realise our potential to be the outstanding College of the future.

### Responsible to:

The postholder is responsible to the Curriculum Manager – CCPD (Creative, Care & Professional Development).

### Key Accountabilities and Responsibilities:

- **Curriculum Development:**
  - Design, plan, and deliver engaging and effective teaching materials aligned with the college's curriculum and assessment requirements.
  - Develop and maintain up-to-date course resources, including curriculum, lecture notes, and assignments.
  - Contribute to the development and review of curriculum standards and assessment practices.
- **Teaching and Learning:**
  - Teach Early Years Education at L2 & 3, including T-Level
  - Facilitate interactive and student-centred learning experiences that promote critical thinking, problem-solving, and research skills.
  - Assess student progress and provide timely feedback to support their learning and development.
  - Implement effective teaching strategies to meet the diverse needs of students, including those with learning disabilities or additional support requirements.
- **Student Support:**
  - Provide academic guidance and support to students, including advising on course selection, career planning, and personal development.
  - Foster a positive and inclusive learning environment that supports student well-being and success.
  - Work collaboratively with other college staff to address student needs and challenges.
- **Professional Development:**
  - Continuously develop your teaching skills and knowledge through professional development activities, such as attending conferences, workshops, and training sessions.

- Stay updated on current trends and developments in the field of social science education.
- Contribute to the development of the college's Health & Social Care department through participation in departmental meetings and initiatives.

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
Degree or equivalent qualification in Early Years Education or a related field.	E	A
Level 2 qualification or equivalent in Numeracy and Literacy (or willingness to undertake and achieve within 2 years)	E	A
Qualified Teacher Status (QTS) or equivalent teaching qualification.	E	A
Assessor qualification (Or willingness to work towards)	D	A/I
Up-to-date knowledge of the Early Years Foundation Stage (EYFS) framework and other relevant legislation.	E	A/I

Experience		
Excellent communication and interpersonal skills.	E	A/I
At least 3 years teaching experience	E	A/I
Ability to work effectively as part of a team.	E	A/I
Commitment to providing high-quality education and supporting student success.	E	A/I
Experience working with students from diverse backgrounds and with a range of learning needs.	D	A/I
Experience in curriculum development and assessment.	D	A/I

Knowledge, Skills and Attributes		
Enthusiastic and innovative teacher with sound knowledge of current trends in Teaching and Learning	E	I
Ability to lead &/or work in a subject area and cross college team	E	I
Sound communication skills	E	I
Be highly motivated and driven being able to contribute actively and effectively to the success of your subject and the College	E	I
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 College’s Staff Charter, “Our Values”	E	I
Be prepared to undertake staff development	E	I
Positive, flexible and adaptable approach	E	I
Willingness to commit to adhering to college 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:**

£29,550.00 to £35,748.00 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](http://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](http://www.southport.ac.uk) and the College’s Intranet.

**Timetable for Appointment:**

**Deadline for receipt of applications: Monday 2<sup>nd</sup> December 2024 (10:00am)**

**Interviews will be held: Within one month of closing date**

## 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](mailto: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.

