

## LINCOLN COLLEGE JOB DESCRIPTION

<b>Post Title:</b>	Lecturer in Electronic Engineering	<b>Post Number:</b>	LC0086P
<b>Daily Supervision:</b>	Learning and Skills Lead - Electrical and Electronic Engineering	<b>Grade:</b>	Lecturer Scale 1-7
<b>Department:</b>	School of Professional Industries	<b>Last Updated:</b>	January 2021

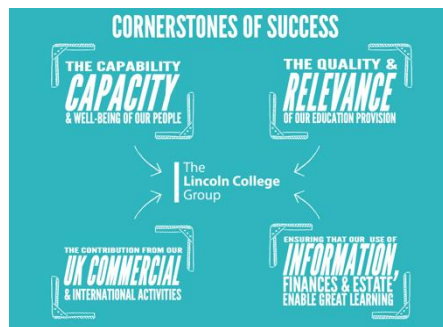
### Our Vision:

To be an extraordinary organisation whose talented students, staff, governors and alumni ensure that it adds recognised social and economic value to its local communities by providing high quality education and training and making people exceptionally well prepared for work, potentially via higher education.

### Our Mission:

Employer-led; producing a highly skilled and productive local workforce.

### Our Cornerstones of Success & Values Guiding Behaviours:



### Job Purpose:

To prepare, deliver and assess on Electrical and Electronic engineering programmes in the School of Professional Industries.

## PRINCIPAL DUTIES AND RESPONSIBILITIES:

1. To be responsible for course management and success rates of key programme and courses within Electrical and Electronic Engineering.
2. To prepare, deliver and carry out teaching and learning with necessary assessment of students including on site assessment where appropriate.
3. To carry out the role of a course tutor as required.
4. To prepare, teach and assess students at Levels 2-6 and in line with awarding body requirements.
5. To carry out and maintain records and documentation required by the College curriculum quality policies and systems.
6. To contribute to the selection, recruitment and enrolment of students.
7. To liaise with schools, parents, universities and/or employers as appropriate.
8. To carry out internal verification as required.
9. To actively implement the College's Equal Opportunities policy throughout all personal contacts in the College and within the areas of Engineering and the School of Professional Industries.
10. To maintain professional standards and expertise by undertaking relevant professional development.
11. To maintain teaching and learning quality standards through peer review and lesson observation activity.
12. To conform and promote the Health and Safety requirements relevant to the post.
13. To contribute to the development of existing and new programmes, and work as a member of a flexible delivery team within the Electrical and Electronic Engineering Department.
14. To liaise with awarding organisations and external examiners/verifiers.
15. To assist with the coordination of timetabling for individual student programmes.
16. To participate in any cross-college/working party groups as from time to time may be established.
17. To be responsible for safeguarding and promoting the welfare of children wherever applicable within the role.

**N.B. This is not a complete statement of all duties and responsibilities of this post. The postholder may be required to carry out other lawful and reasonable duties as directed by a supervising manager.**

## PERSON SPECIFICATION

	Knowledge	PSM
1	Certificate in Education, PGCE or equivalent or the ability and willingness to obtain a Level 4 professional teaching qualification within two years of commencing employment	A/I
2	Possession of an appropriate BSc or BEng qualification linked to Electronic Engineering	A/I
3	Postgraduate qualification in Electronic Engineering or related subject	A/I

	Skills/Abilities – Interpersonal	PSM
4	The ability to work in a non-discriminatory manner	A/I/T
5	The ability to respond to individual learning needs of students	A/I/T
6	The ability to teach and manage learning across a range of subjects on Electronic Engineering programmes	A/I/T
7	The ability to teach students in theoretical and practical activities including practical electronics in testing, fault finding and PLC's	A/I/T
8	The ability to carry out on-site assessment	A/I/T

	Experience	PSM
9	Relevant industrial experience in Electronic Engineering	A/I
10	Teaching experience in Electronic Engineering and delivery of Higher Education programmes	A/I

	Work Related Circumstances	PSM
11	The ability and willingness to undertake relevant staff development	A/I

	Skills/Abilities - Other	PSM
12	Appropriate level of IT skills to undertake relevant duties, i.e. Word and Powerpoint or the willingness and ability to undertake relevant training	A/I
13	Responsibility for the safeguarding and promoting the welfare of children wherever applicable	A/I
14	Ability to travel across sites and locations	A/I

<b>Prepared By:</b>	Ross Tarnowski - Head of Learning and Skills for Engineering
<b>Date:</b>	January 2021

Proposed Selection Method Key (PSM)		
A = Application	I = Interview	T = Test