

Teacher: Art and Photography

Full time position

Creative Industries and Digital

Ref: 22.28

1. The Appointment

You will be part of a team that is responsible for the planning, delivery and assessment of learners engaged in vocational Art and Design based programmes at a variety of levels. You may, where appropriate, be required to work within other areas relating to your specialist skills and knowledge. Other responsibilities may include acting as a coordinator for a particular programme and to carry out the role of Progress Tutor for a specified group of learners.

The ideal candidate will have a good knowledge of and professional experience within the Visual Arts and Design sector with a Photography specialism. The photography delivery will be primarily digital but knowledge of wet process photography would be an advantage as equipment is available to use. The post holder will also be able to deliver at least one other aspect of the art curriculum and be able to work as part of a team. Knowledge of Apple Mac's and related design software such as Photoshop is essential. You will have relevant teaching/training qualification and experience of the post 16 sector.

Whilst experience is valuable we do welcome applications from newly qualified teachers or those wanting to complete a PGCE whilst working.

A full time teaching role has 828 delivery hours.

The role will require you to embed the college's values; **Respect, Integrity, Collaboration, High Expectations, Responsibility.**

2. The Post

2.1 Main Duties and Responsibilities

- a) Teach art and photography on the Level 1, level 2 and Level 3 Art and Design programmes. This may include both BTEC and A'Level delivery.
- b) Design, develop and deliver a programme(s) of study for a group(s) of learners in college, working with the Head of Department and other delivery staff ensure effective curriculum design and quality assurance procedures are implemented.
- c) To assess learners according to established guidelines.
- d) To plan, prepare, deliver and assess programmes across all levels.
- e) To promote and monitor the attendance, retention and achievement of learners on a continuous basis, ensuring that all appropriate documentation is completed, readily available and in line with College procedures.

- f) To design, develop and monitor resources for learner use, ensuring that they are appropriate for learning and programme needs.
- g) To support learners in monitoring their progress through recording, tracking, documenting, portfolio building and progress reviews.
- h) To ensure that course files and programme documentation is accurately maintained, including course handbooks, schemes of work etc.
- i) To liaise with subject tutors/assessors/progress mentors etc.
- j) To provide initial advice and guidance on programmes of study including interviewing potential learners.
- k) To keep up-to-date with curriculum initiatives, development of standards and general developmental and professional issues relating to the delivery of learning and teaching in your area.
- l) To implement quality procedures, contributing to thorough, evaluative programme reviews which feed into the self-assessment process.
- m) To complete documentation, appropriate records of learner performance and administration associated with role and responsibilities.
- n) To maintain appropriate standards of learner behaviour and encourage an environment conducive to learning and teaching.
- o) To have an involvement in internal verification where appropriate and maintain quality systems in line with the college quality requirements according to established guidelines.
- p) To work flexibly as directed by the line manager.
- q) To manage a tutor group or groups.

2.2 Other Responsibilities

- a) To uphold and promote college policies and procedures, promoting those specifically applicable to this area of work, including the Equality & Diversity and Health & Safety policies and procedures and attend training as requested.
- b) To comply with the college's own safeguarding policy and practices and attend training as requested.
- c) To keep up to date, so far as necessary, for the efficient executing of the job, with new legislation, procedures and techniques and attend relevant mandatory training.
- d) To be conversant with and participate in activities and developments at college, regional and national level which are relevant to the post.
- e) To present and promote an appropriate public image in representing the college.
- f) To undertake any other duties as may reasonably be required commensurate with the post.

3. Skills, Qualities & Knowledge

	Essential	Desirable
Qualifications:		
Diploma in Teaching in the Lifelong Learning Sector (DTLLs) or equivalent, e.g. Certificate in Education/PGCE	✓	
Literacy to at least level 2	✓	
Numeracy to at least level 2	✓	
Educated to degree level in related area of visual art and design	✓	
IT qualification/experience	✓	
Experience:		
The ideal candidate will have: <ul style="list-style-type: none"> Skills in the use of a variety of visual arts and design related software including Photoshop. Experience of delivering a range of visual arts and design subjects to post 16 learners including photography (digital and ideally wet process too). 	✓	
Professional experience. Practical/vocational experience within the visual arts/photography design sector	✓	
Experience in the delivery and assessment of art and design qualifications, particularly photography. Ability to teach at least one other aspect of the art curriculum is required	✓	
Skilled in the use of Apple Mac's and related design software such as Photoshop	✓	
Evidence that you are able to apply effective approaches to teaching to more than one level and target audience		✓
Experience of tutoring students to set and monitor targets for progress and achievement		✓
Experience of coordinating programmes of study for post 16 learners from Level 1 to 3		✓
Skills /Knowledge		
Demonstrate extensive range of knowledge, understanding and application of curriculum development, innovation and delivery strategies in the post-16 sector	✓	
Ability to work with a wide range of age groups and abilities		✓
Excellent communication and interpersonal skills	✓	
Demonstrate suitability to work with children and vulnerable adults including knowledge/understanding of safeguarding	✓	
Knowledge of current relevant initiatives within FE, resource management and the vocational area of responsibility	✓	
An understanding of safeguarding and its importance within the college	✓	
Evidence of understanding of differences between assessment and evaluation	✓	
Qualities		
Demonstrate a positive approach to equality and diversity and customer service	✓	
Demonstrate an ability to take responsibility for own and	✓	

	Essential	Desirable
others Health and Safety at work		
Demonstrate a commitment to safeguarding and promoting student welfare	✓	
Excellent communication skills	✓	
Flexible and professional approach	✓	
Ability to meet deadlines	✓	
Ability to work as part of a team to achieve common objectives, with a 'can do' attitude.	✓	
Demonstrate that you take responsibility and ownership, e.g. meeting deadlines, sharing practice, following organisational procedures, challenge processes that don't work for customers.	✓	

4. Position within the College

The post-holder will report directly to the Head of Department for Creative Arts and Digital.

5. Terms & Conditions

- a) The post is offered on a West Nottinghamshire College Delivery Contract and is subject to those terms and conditions.
- b) The salary will be within the Qualified Delivery Scale, £27,500 to £35,360 per annum.
- c) You will be entitled to 32 days leave, plus bank holidays.
- d) You will be required to work 37 hours per week on a flexible basis.
- e) The college operates a contributory Average Salary Pension Scheme, (Teachers' Pension).
- f) The post holder may be located at any West Nottinghamshire College site and may be expected to travel as required. You will however be given reasonable notice of any change in your principal place of work and be fully consulted.

6. The Application

Individuals with the appropriate experience, qualifications and personal qualities are invited to complete an online application form by **5.00pm on Sunday 26th June 2022**. Interviews are planned to take place in the week commencing **4th July 2022**.

www.wnc.ac.uk/vacancies

THE COLLEGE PROMOTES EQUALITY OF OPPORTUNITY AND WELCOMES APPLICATIONS FROM ALL SECTORS OF SOCIETY.

The college is committed to safeguarding and promoting the welfare of children and young people and expects all staff to share this commitment. Posts are all subject to DBS check. The successful candidate will be required to pay for the DBS check themselves, the cost will automatically be deducted from their first salary payment. This is currently £44.50.

It is an offence for anyone who is barred by the ISA from working with children and or vulnerable adults to apply for this position.