



- 14 To participate in the marketing activities of the College as required internally and externally.
- 15 To be aware of and abide by the College health and safety procedures and associated policies and contribute to the risk assessment process.
- 16 To actively promote equality & diversity within the College Community and ensure that it is fully embedded within the curriculum together with ensuring that any issues/ concerns are appropriately addressed.
- 17 To ensure that the College Community is appropriately safeguarded in line with Procedures.
- 18 To proactively implement the College's policies and procedures.
- 19 To undertake work at other sites as necessary.
- 20 To carry out such other duties as the Principal may from time to time request.

This job description will be reviewed annually as part of a process of Performance Review.

**Please Note:**

**As Leeds College of Building meets the requirements in respect of exempted questions under the Rehabilitation of Offenders Act 1974, all applicants who are offered employment will be subjected to a disclosure from the Criminal Records Bureau before the appointment is confirmed. This will include details of cautions, reprimands or final warnings, as well as convictions. Further information on disclosure can be obtained from [www.disclosure.gov.uk](http://www.disclosure.gov.uk)**

**The College is committed to PREVENT; Safeguarding children, young people and vulnerable adults and expects all staff to share that commitment.**

<b>Date:</b>	<b>Signature:</b>
<b>Issue: 5</b>	<b>Ref: Jobdesc/Lecturer</b>

**LEEDS COLLEGE OF BUILDING**

**PERSONNEL SPECIFICATION**

**POST: Lecturer in Roof Slating and Tiling**

<b>ATTRIBUTE S</b>	<b>ESSENTIAL</b>	<b>DESIRABLE</b>	<b>HOW IDENTIFIED</b>
<b>RELEVANT EXPERIENCE</b>	Relevant industrial experience in Roof Slating & Tiling	Experience of working in a teaching/training capacity	Application form
<b>EDUCATION &amp; TRAINING</b>	Advanced Craft/NVQ Level 3 in Roof Slating and Tiling Willingness to achieve a Teaching qualification and Assessor Units. Possession of GCSE English Language (A-C) or equivalent.	Teaching qualification, Assessor Units	Application form
<b>SPECIALIST KNOWLEDGE AND SKILLS</b>	Extensive knowledge of developments in Roofing Excellent communication skills Excellent knowledge of health & safety issues. Ability to contribute to curriculum developments Excellent organisational skills Excellent presentation skills	Knowledge of NVQ's Good IT skills	Interview
<b>ADDITIONAL FACTORS</b>	Self-Motivation to contribute to the development of the Roofing area Flexibility to work across all College sites Commitment to customer care The College is committed to PREVENT; Equality & Inclusion, safeguarding children, young people and vulnerable adults and expects all staff to share that commitment		Interview

*Please note that the College expects regular and reliable service from staff and does not wish to appoint individuals with a high sickness record where there is no underlying medical reason. Please note this does not affect any individual's rights under the Equality Act; the College would wish to promote the recruitment of disabled staff and would endeavour to make reasonable adjustments where practical. Disabled staff who meet the essential criteria will be guaranteed an interview.*