



HIGH
SPEED
RAIL

NATIONAL COLLEGE FOR
HIGH SPEED RAIL

JOB DESCRIPTION

Job title: Lecturer Project Management

Job title:	Lecturer (Project Management)
Salary	Up to £35,000 pro rata
Hours	Part time -variable hours
Location:	Birmingham - Lister Street, Aston and or Doncaster Regular travel to the Doncaster campus
The location, hours of work and duties could be varied according to the needs of the service.	

1. Context

The National College for High Speed Rail is a brand new incorporated FE College that is being established to train the next generation of the rail workforce. Covering the breadth of the rail industry from design to people experience, construction, maintenance and operations, the College will train learners from the age of 18 in Higher Apprenticeships and higher education programmes. Learners who have attended the National College will gain skills that enable UK employers to support the development and running of HS2 and future high speed rail projects at home and around the world.

The college's vision is to pioneer technical excellence, setting new standards for collaboration and diversity in what will be a major growth industry for the UK in future years. We opened to students in September 2017, with two main hub sites in Birmingham and Doncaster and a network of 'spokes' via partner arrangements across the UK.

Being involved at the beginning of this exciting journey, we are able to offer you a unique opportunity to work in a dynamic environment with the College growing and evolving, providing excellent opportunities for career development and the scope to influence the future of the further education sector

2. Job purpose

The purpose of this role is to develop and deliver education and training for learners specialising in or studying modules and apprenticeships in Project Management. This will include the project life cycle, project governance, project stakeholder management, scope management, schedule management, resource management, contract management and procurement, and project controls.

The post holder will help deliver high quality teaching and learning, whilst contributing to preparing teaching and learning and engaging with the rest of the curriculum team in planning and assessing as appropriate. To proactively support curriculum management and ensure the efficient and effective delivery of teaching programmes to learners.

3. Reporting relationships

Reports to Senior Curriculum Leader

4. Accountabilities

- To help prepare teaching and learning to meet industry and awarding body specification standards
- To provide high quality teaching and learning
- To assess learners' work
- To provide constructive feedback to learners
- To provide advice and guidance on progress and set learning targets
- To work with awarding bodies, university partners, industry organisations, professional bodies, employers, other FE providers, trailblazing groups and government organisations
- To produce learning resources
- To engage with the rest of the curriculum team in planning and assessing
- To participate in curriculum development
- To provide feedback on learners' progress to stakeholders
- To engage in the development and delivery of ILT
- To identify and provide leadership and support to teachers in collecting and using assessment data to improve student learning
- To actively support and promote the college E Learning strategy
- To embrace the full potential of learning technologies in order to ensure that all staff and learners have access to a diverse range of learning resources and experiences
- To proactively support curriculum management
- To act as a personal tutor to learners
- To work with stakeholders to ensure the curriculum meets the needs of employers and the industry

- To support guest lecturers by providing guidance and ongoing help in the techniques
- To contribute to timetable scheduling

5. Other

- You are liable to undertake such other duties as may be reasonably be required of you commensurate with your grade at your initial place of work or at any other college site.
- The College is committed to safeguarding and promoting the welfare of children and vulnerable adults and expects all employees and volunteers to share this commitment.
- To participate in the College's appraisal process and to undertake and deliver staff development and training
- The College aspires to be rated as Outstanding by Ofsted and for our customers to receive excellent customer service in their interactions with the College. All staff members are expected to contribute to this aspiration.

Person specification

This person specification lists the competencies expected

(E = Essential criteria, D = Desirable criteria)

	Sections		
	Skills, knowledge and aptitudes	<ul style="list-style-type: none"> • The ability to manage stakeholder relationships to ensure sustainable, long-term and productive partnerships. • Knowledge and understanding of the rail industry and current and emerging technologies. • Working knowledge of curriculum development, professional development and assessment • Ability to evaluate existing programmes and recommend new initiatives relative to curriculum and professional staff needs • Professional qualification and skills in project management • Strong communication skills – written, oral and presentational with the ability to work effectively with a wide range of audiences both within and outside the college 	<ul style="list-style-type: none"> • E • D • E • E • E • E
	Experience	<ul style="list-style-type: none"> • Experience of working with awarding bodies and higher education institutions to develop qualification framework • Experience in project management • Experience of developing VR/AR delivery. • Experience within the rail sector and/ or related sectors. • Experience of teaching/training 	<ul style="list-style-type: none"> • D • E • D • E • E
	Qualifications	<ul style="list-style-type: none"> • Teaching qualification or willingness to undertake a teaching qualification 	<ul style="list-style-type: none"> • E

		<ul style="list-style-type: none"> Recognised Assessor/Verifier award or willingness to work towards this. Accredited trainer for the Association of Project Manager (APM) 	<ul style="list-style-type: none"> D E
	Personal attributes	<ul style="list-style-type: none"> Strong communicator who is able to manage time efficiently and can deal with stakeholders at differing levels. Self-confidence and stature to represent NCHSR in a variety of settings. Ability to work effectively as an individual and as a team member to achieve targets. A problem solver who looks to develop and deliver solutions An understanding of and commitment to equality and diversity. 	<ul style="list-style-type: none"> E E E E E
	Special requirement	<ul style="list-style-type: none"> Able to meet challenging deadlines when necessary Able to travel independently between college sites and other external venues. NCHSR is committed to safeguarding and promoting the welfare of children and young people and expects all staff to share this commitment and individually take responsibility for doing so. 	<ul style="list-style-type: none"> E D E

Data Classification: Public

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