Loughborough College Group
Job Description

1. Job Details

Job Title:	Lecturer in Equine(Part time, Maternity Cover)
Department:	Equine
Reporting To:	Curriculum Head
Hay Grade:	G3/G4
Salary:	£20,323.80 - £23,821.20 per annum (Based on FTE of £33,873 - £39,702)
Date of Job Evaluation:	TBC
Date:	November 2026

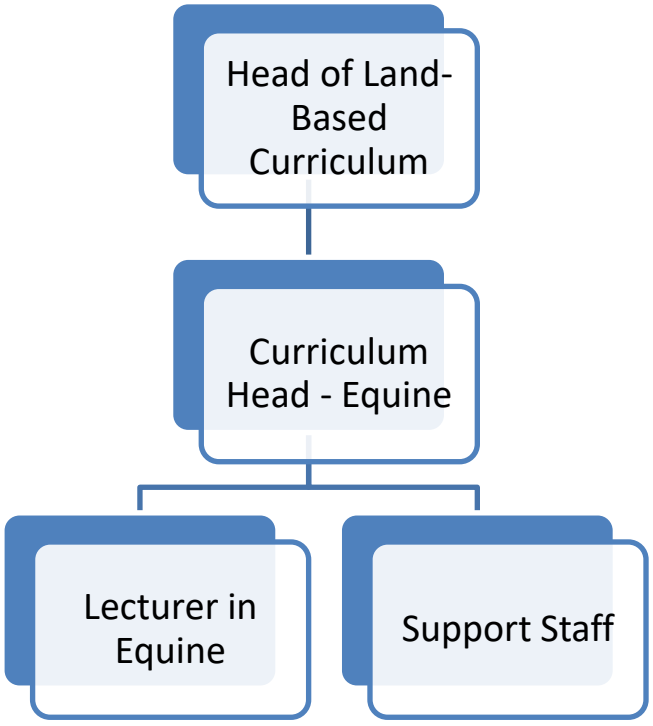
2. Job Purpose

Working as part of the Equine team you will be responsible for the delivery and development of courses. You will possess an excellent Equine knowledge and understanding and be able to plan and use a range of effective and appropriate teaching and learning techniques.

3. Dimensions

Not Applicable

4. Organisation chart



Name:	Job description Template	Owner:	HR
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5. Diversity and Inclusion

Loughborough College Group is committed to operating with Fairness, Respect, Equality, Diversity, Inclusion and Engagement at the heart of our organisation.

We are all responsible for ensuring that all individuals receive the same opportunities to develop, grow and achieve their full potential, regardless of personal circumstances and individual differences.

Our FREDIE values are relevant to the whole College community and support the way in which we work and interact with each other.



6. Key Responsibilities

Role specific responsibilities

- Support learners through their programme and the specific qualification aims within.
- Write schemes of work and lesson and review plans.
- To devise and implement a learning and assessment plan for each individual learner.
- To devise and produce materials for use by learners.
- To manage the formal assessment process to include maintenance of all assessment records.
- Be flexible in the delivery of education and training.
- Liaise with all stakeholders (internal and external) to deliver programme.
- For work-based delivery aspects of a programme carry out reviews in a timely fashion, which includes liaison with employers, the incorporation of functional skills, additional learning support arrangements and the overall assessment plan.
- To manage learning programmes and act a Course Leader as required.
- To undertake tutorial and pastoral roles with learners
- Maintain confidentiality rules in respect of the learner and their workplace.

- Liaise with Student Support Services, College Information Systems, Employer Liaison Team, ALS and SEND Team as appropriate to the needs of learners.
- To ensure quality assurance systems comply with internal and external standards specifically in relation to external verification, internal verification. review and evaluation and self-assessment.
- Work to agreed recruitment protocols to ensure only appropriate learners are enrolled on programmes and that a support plan is in place for each learner.
- To apply the college's own safeguarding policy and practices by reporting any accidents/incidents according to College procedures.
- Carry out ongoing Health & Safety checks and update records as necessary.
- Undertake all tasks associated with the performance management Review (PMR) system and be accountable for the performance targets set in the PMR.
- Undertake their duties in accordance with all College policies and procedures and in accordance with the Employee Code of Conduct.
- Cooperate with the College in so far as is necessary to enable it to comply with its duties under relevant Health and Safety legislation.
- Keep abreast of developments in their own area of expertise and undertake professional development opportunities where identified and approved, subject to funding, to ensure continued effective performance in the role.
- Abide by the Corporation's policy on the confidentiality of data stored electronically and by other means in line with the Data Protection Act and General Data Protection Regulations.

Core Responsibilities

- To promote the College's vision, mission and strategic objectives and to promote the values and behaviours which underpin them at all times.
- To act as an ambassador for the college in dealings with all external agencies (other colleges, funding bodies, suppliers, learners, parents and employers) and to maintain the highest standards of professional conduct.
- To promote Loughborough College Group and its subsidiaries as the first-choice destination for learners, employers and staff alike.
- To proactively promote equality of opportunity in all aspects of the work role and to assist in the leadership and management of compliance to the agreed Health & Safety policy and practice.
- To promote a positive approach to security and discipline within the College community.

7. Key Result Areas

Action	Result
Lead on the planning, preparation, delivery and assessment of effective learning programmes.	To ensure students achieve.
Create and apply effective differentiation and stretch and challenge techniques.	To ensure students are on track to achieve their target grades.
Lead on development of assessments/assessment strategies and give high-quality feedback.	To ensure students can meet their targets and progress.
To participate in moderation and internal verification.	To ensure awarding organisation criteria are met and academic standards maintained.
Participate in and deliver staff development opportunities.	To ensure teaching and learning is up to date and maintained to the highest standards.
To play a key role in quality assurance and quality improvement.	To ensure awarding organisation requirements and college KPIs are met.

8. Key Working Relationships and Communications

Internal: Students and colleagues

External: Parents, external contractors, stakeholders

9. Scope for Impact

Not Applicable

10. Knowledge, Skills and Experience (Person Specification)

QUALIFICATIONS		ESSENTIAL	DESIRABLE	HOW ASSESSED
1.	Possess a teaching qualification or be willing to work towards one	•		Application/ Certificates
2.	Possess an assessor/verifier qualification or be willing to work towards one	•		Application/ Certificates
3.	Hold a minimum of a level 4 qualification or equivalent in relevant area	•		Application/ Certificates
4.	Possess qualifications in Maths and English Levels 4-9 (GCSE Grades A-C) or equivalent	•		Application/ Certificates
EXPERIENCE				
5.	Recent experience of working in the industry	•		Application/ Interview
6.	Experience of designing and delivering vocational/ academic programmes to students and/or learners		•	Application/ Interview
7.	Experience of promoting positive learner behaviour	•		Interview
8.	Experience of supporting and managing a diverse student group	•		Interview
9.	Experience of contextualising and embedding learning to meet specific needs for learners	•		Application/ Interview
SKILLS & KNOWLEDGE				
10.	Ability to inspire and motivate learners to achieve excellent results	•		Interview
11.	Good interpersonal skills, able to work well with a range of people and be able to respond clearly and flexibly to different work tasks	•		Interview
12.	Able to work independently and within a team contributing to the development of teaching, learning and assessment	•		Interview
13.	Knowledge of effective methods of assessment and feedback to support achievement	•		Interview
14.	Demonstrate your understanding of diversity and inclusion	•		Application/ Interview
BEHAVIOURS				
15.	Effective time management skills and be able to work to deadlines	•		Interview
16.	Ability to travel for business purposes	•		Interview
17.	Promote the College's equal opportunities policy and practices	•		Interview
18.	Ensure the safeguarding of students	•		Interview

Notes

1. A satisfactory Enhanced Disclosure & Barring Service check is required for this post. Loughborough College Group is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

2. As part of this role, you are expected to undertake reasonable additional duties such as Exam Invigilation, Welcoming Students and Staff onto campus, supporting with open days and promoting a safe environment across the College Group. This is expected of you in the post mentioned above and all other posts within the College Group.

3. This job description and person specification was prepared in November 2026 and may be amended in light of changing circumstances following discussion with the post holder.

11. Job Description Agreement

Job Holder Signature		**Date**	