



Person Specification

Post Title: **ASSISTANT CURRICULUM MANAGER – ART AND DESIGN**

Relevant Experience

<i>Essential</i>	<i>Desirable</i>	<i>How Identified</i>
Successful experience of teaching in a post-16 environment	Experience of acting as a personal tutor	Application
Track record of producing successful AS/A2 National Diploma results	A track record of reaching AS/A2 or Vocational courses (Art Foundation or National Diploma)	Interview
Track record of course/team management		References

Education and Training

<i>Essential</i>	<i>Desirable</i>	<i>How Identified</i>
Good honours degree in any Art & Design discipline	Evidence of appropriate professional development	Application
Qualified teacher status	Relevant industrial experience	

Knowledge and Abilities

<i>Essential</i>	<i>Desirable</i>	<i>How Identified</i>
Ability to motivate students	Ability to contribute to another Art & Design discipline	Application
Ability to achieve good results		Interview
Good organisational and administrative skills	Ability to become a personal tutor	References
Willingness to share good practice	Experience of team leadership and team building - staff and students	
Competent IT skills		
Proven ability to work to deadlines		

Personal Qualities

<i>Essential</i>	<i>Desirable</i>	<i>How Identified</i>
Good communication skills		Interview
A good sense of humour		References
Sympathetic to student needs		
Enthusiasm, energy and commitment to developing Art & Design further within the department		
Flexibility		
Ability to be self-motivated and work independently		



Safeguarding

The College is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

Essential

Suitable to work with children and young children and/or vulnerable adults

Requirement to apply for a CRB check and, for staff taking up post from September 2010 who will work in a regulated activity, requirement to register with the ISA (Independent Safeguarding Authority).

For teaching posts: To be a member of the IFL or GTC (or willing to join within one month of taking up post).

How Identified

Application / Interview / References

CRB Disclosure Certificate No.
ISA Registration No.

IFL or GTC Registration No.