

Job Description

Role Title:	Kings Trust Lead
Normal Place of Work:	Weymouth Site, Coastland College
Line Manager:	Head of Curriculum for Foundation Studies

Main purpose of role

To take responsibility for delivery of Kings Trust programmes in line with national standards. To lead on recruitment, course programming, delivery and review. To assist on further experiential learning courses as required.

What we stand for:

Here at Coastland College, we have one purpose which stands as an ever-present and unchanging reminder of why we're here: to inspire our students and apprentices for individual success beyond expectation, ensuring that they are future-ready and prepared for today and tomorrow's world.

We're proud of who we are and the ambitious, dedicated teams who always strive to bring out the very best in our students. Recruiting more brilliant individuals who share our values and passion is so important to us, so do our values speak to you?

We are Connected: Inspired by our heritage, we play a key part in a collaborative ecosystem – where everyone has a platform to grow, contribute and make an impact beyond borders.

We are Courageous: In our relentless pursuit of excellence, we embrace challenges both big and small – we have the determination to succeed, through deep-rooted curiosity and resilience.

We are Dynamic: We embrace innovation, technology, industry advances and hands-on learning, in everything we do – helping and challenging employers to ensure they thrive in their sector.

We are Empowering: We create opportunities for all; our staff, our students, our community, the economy and the world – opening doors and helping everyone achieve their full potential.

We are Welcoming: We celebrate diversity, ensuring a safe, inclusive, supportive and sustainable environment for all – a space where everyone is valued and treated with respect.

What will the job entail?

- Recruit a range of young people to achieve the appropriate cohort and team mix.
- Plan and develop 12 week team programmes in line with budgets and available resources.
- Deliver 12 week team programmes providing support and mentoring for the young people to ensure that they progress and retention targets are achieved.
- Complete end of course reviews reflecting upon practice and making adjustments to delivery as required.
- Maintain up to date records in line with the College's and Trust's policies.
- Attend training as required.
- Assist in developing and maintaining effective working relationships with 3rd party organisations.
- Manage Support Assistants as required.

- Deliver additional experiential learning programmes as required.
- To plan and deliver short residential trips to strengthen help team building skills within the groups.
- Provide a positive role model for learners.
- Promote high levels of customer service at all times and maintain a professional image.
- Ensure that personal qualifications remain valid and current.
- Keep up to date with industry recommendations and requirements.
- Assist within the Foundation Studies Department

All Staff Responsibilities, regardless of role:

- Embed safeguarding into all working practices and escalate any safeguarding concerns immediately in line with the College's safeguarding policy. All new employees to the College are required to complete and obtain an enhanced DBS disclosure. Further information will be sent to all prospective employees as part of the application process.
- Adhere to Health and Safety best practices and ensure a safe working environment for everyone, according to the Health and Safety at Work Act.
- Champion and be an advocate for Equality and Diversity throughout the College, complying with all related policies and their recommendations.
- Model and promote employee values and behaviours in accordance with the Staff Code of Conduct.
- Actively participate in your appraisal, contributing to a culture of courageous self-reflection, empowerment and professional growth.
- Positively represent and promote the College both internally and externally, acting as an ambassador.
- Contribute to cross College events, supporting and promoting the College across both campuses.
- Undertake appropriate personal and professional development activities engaging with the cross-College staff development and health and wellbeing activities.
- Use all available resources efficiently and effectively, in line with environmentally and sustainable practices.

Note: This job description sets out the main responsibilities for the post, however, is not intended to be an exhaustive list. Specific duties may change from time-to-time without changing the general nature of the post and the post holder is expected to be flexible in the range of responsibilities undertaken.

Person Specification

Shortlisting is completed by hiring managers against the Person Specification, so this is your chance to showcase what you can offer. Please ensure you demonstrate in your application how you meet the criteria outlined below to give yourself the best chance of success at shortlisting stage.

Qualifications	Essential	Desirable
English and Maths at Level 2 or above	Y	
Teaching Qualification at Level 5 or above or willingness to work towards	Y	
First Aid Qualification for willingness to work towards	Y	
Two Outdoor Instructor Certificate		Y
Knowledge and Experience	Essential	Desirable
At least 2 years' experience working within an educational establishment	Y	
Experience of working with at risk groups	Y	
Experience of liaising with 3 rd parties	Y	
Experience of delivering courses to a specified framework	Y	
Experience of using the outdoors as a conduit to support the development and progression of learners		Y
Skills and Abilities	Essential	Desirable
Strong communication skills both verbal and written	Y	
Ability to plan creative and innovative activities to full fill learning aims	Y	
Strong organisational skills	Y	
Excellent computer skills		Y
Personal Qualities	Essential	Desirable
An interest in outdoor adventurous activities		Y
Patient with excellent interpersonal skill	Y	
Prepared to deal with a range of situations	Y	
A strong desire to exceed expectations for others	Y	
A positive problem solver	Y	
A confident communicator, positive and outgoing in nature	Y	
A desire to innovate and improve	Y	
Flexible with hours and days of work	Y	
Professional in both image and attitude	Y	
Other	Essential	Desirable
Full UK Driving Licence with Business Insurance	Y	