

Job Description

Role Title:	Subject Lead in Sport & Public Services
Normal Place of Work:	Weymouth Campus
Line Manager:	Megan Barnes

Main purpose of role

To support the Head of Curriculum and Skills in the effective management and delivery of high-quality teaching, learning, and assessment within the subject area. The Subject Lead will act as the subject and industry expert, providing guidance to staff and students, ensuring curriculum relevance, and maintaining strong links with employers and stakeholders. The postholder will deputise for the Head of Curriculum and Skills when required, assisting with leadership responsibilities and contributing to the development of the wider curriculum and skills agenda.

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?

- Support the Head of Curriculum and Skills in the planning, delivery, and review of the curriculum, ensuring programmes are high quality, industry-relevant, and aligned to student, employer, and local needs.
- Assist with curriculum development to ensure that provision reflects current industry standards and employer expectations.
- Act as the subject and industry expert, providing professional leadership in the specialist area, and keeping staff and students informed of sector developments.

- Support the Head of Curriculum and Skills in quality assurance processes, including, assessment reviews, and the monitoring of learner progress.
- Contribute to maintaining high standards of teaching, learning, and assessment by offering advice, guidance, and mentoring to colleagues within the subject area.
- Support with the coordination of work experience and industry placements within the subject area, liaising with employers and assisting with placement processes where required.
- Assist in managing resources effectively within the subject area, including equipment, budgets, and learning environments.
- Contribute to the organisation of enrichment and personal development opportunities for students within the subject area.
- Deputise for the Head of Curriculum and Skills in their absence, stepping in to oversee day-to-day operational responsibilities.
- Contribute to the monitoring and recording of student destinations, supporting learners to progress successfully into employment, apprenticeships, or further study.
- Assist with maintaining good standards of student behaviour and conduct, referring matters to the Head of Curriculum and Skills as appropriate.
- Maintain academic, professional and technical competence in the specific subject area and implement subject specific CPD for other staff within the Curriculum Area, and College (where appropriate).
- Design and implement workshop sessions for students, schools and wider stakeholders that allow understanding and participation within the subject in order to promote and recruit.

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	
Educated to degree level or equivalent in a relevant subject area	Y	
Membership of associated Professional / Regulatory body specific to the subject area	Y	
Knowledge and Experience	Essential	Desirable
Experience of teaching in further education or a related sector	Y	
Evidence of up-to-date subject and industry knowledge	Y	
Experience of contributing to curriculum development and quality improvement activities		Y
Experience of working with employers and/or external stakeholders		Y
Strong subject and industry knowledge within the specialist area	Y	
Skills and Abilities	Essential	Desirable
Effective communication and interpersonal skills	Y	
Strong organisational skills and attention to detail	Y	
Ability to work collaboratively as part of a team and across departments	Y	
Personal Qualities	Essential	Desirable
Ability to support and guide colleagues in delivering high-quality teaching and learning	Y	
Willingness to step up and deputise for the Head of Curriculum and Skills when required		Y
Commitment to student success, engagement, and positive destinations		Y
Other	Essential	Desirable
Full UK Driving Licence with Business Insurance	Y	
A clear commitment to safeguarding and promoting the welfare of children and vulnerable adults	Y	
Enhanced DBS check required	Y	