Lecturer – Floristry	
Reporting to:	Assistant Curriculum Manager – Horticulture and Floristry
Working Hours:	7.5 hours per week | 0.2 FTE
Salary:	£31,546 - £37,438 (pro rata)
Annual Leave:	37 electable days pro rata, plus 8 statutory days + up to 5 efficiency days at Christmas

Job Purpose

As a floristry lecturer you'll deliver highly effective, ambitious and inclusive teaching, learning and assessment, that enables all learners to maximise their potential and make strong progress from their starting points, achieve their programme outcomes, and progress successfully to further study, apprenticeships or skilled employment.

The role is central to securing the intent, implementation and impact of the curriculum. Post-holders are expected to inspire and motivate learners, set consistently high expectations, and contribute actively to the ongoing development, growth and success of programmes that respond to industry need, employer expectations and local and national skills priorities.

Through high professional standards, reflective practice and strong accountability for learner outcomes, the role contributes to excellent learner experiences, positive destinations, and sustained improvements in quality and performance.

Duties and responsibilities of the job

1. Teaching, Learning and Assessment

a.	Plan, prepare and deliver highly effective, well-sequenced lessons that reflect a clear curriculum intent and enable students to develop deep knowledge, skills and behaviours over time.
b.	Design learning that builds logically on prior knowledge, is ambitious for all learners, and is adapted effectively to meet individual needs, including SEND, high needs students and those requiring additional support.
c.	Conduct robust initial and ongoing assessments, record these accurately within Individual Learning Plans, and use assessment information to adapt teaching and support timely intervention.

d.	Ensure English, maths, digital and professional skills are embedded purposefully within subject teaching so that learners are well prepared for their next steps.
e.	Maintain high expectations for attendance, behaviour and engagement, ensuring registers and monitoring systems are completed accurately and on time.
f.	Use and apply modern technology in TLA to enhance the learning experience and support progress for students, e.g. specialist software/resources, working to the college standards.
g.	Produce and maintain high-quality schemes of work and lesson plans that clearly reflect curriculum intent, sequencing, assessment points and links to industry practice.
h.	Use learning technologies and specialist resources effectively to enhance learning, challenge students and support independence.
i.	Implement coherent assessment strategies across programmes, ensuring assessment is valid, reliable, manageable and supports progress.
j.	Set purposeful homework, extension and stretch activities and provide timely, developmental feedback that enables learners to improve.
k.	Track and evaluate learner progress systematically and take decisive action where learners are not making expected progress.

2. Support learner development behaviour and wellbeing

a)	Actively contribute to recruitment activities, interviews, taster days, open events, enrolment and induction, ensuring learners are placed on appropriate and ambitious programmes.
b)	Support students through effective induction and transition arrangements so they understand expectations and feel safe, supported and motivated.
c)	Use college systems and value-added measures to plan and evaluate support for learners' academic, personal, social and employability development.
d)	Apply the College Behaviour Intervention Policy consistently and positively to promote a culture of respect, high standards and learner responsibility.
e)	Contribute to a strong culture of safeguarding, ensuring learners feel safe, know how to report concerns and understand how to keep themselves safe online and in the workplace.

3. Quality Improvement, accountability and standards

a.	Actively participate in team meetings to standardise practice, share effective pedagogy and contribute to curriculum and quality improvement activity.
b.	Support students to participate in student forums and surveys and collate programme(s) 'student voice' feedback to support action planning for continuous improvement. Collect, analyse and respond to student voice through surveys,

	forums and informal feedback, using this insight to inform self-assessment and improvement planning.
c.	Engage fully with the College's quality assurance systems, ensuring teaching files, assessment records and curriculum documentation are accurate, current, and inspection ready.
d.	Contribute to evaluative self-assessment and Quality Improvement Plans that are honest, evidence-based and impact-focused
e.	Be accountable for learner outcomes, including attendance, retention, achievement and progression, and contribute actively to improving key performance indicators.
f.	Ensure teaching and related files are complete and up to date.
g.	Undertake internal verification and support external quality assurance processes, including awarding organisation visits, as required.
h.	Prepare for, and be actively involved in, awarding organisation external quality processes.
i.	Contribute to the Programme Team Review, including a Quality Improvement Plan for the programme(s) allocated.
j.	Contribute subject specialist expertise to curriculum review and development to ensure programmes remain current, ambitious and aligned to employer and sector needs.

2. Continuous Professional Development

a.	Engage fully in CPD activities that strengthen subject knowledge, pedagogy, assessment practice and inclusive teaching.
b.	Participate constructively in performance management and appraisal processes, using feedback to improve practice.
c.	Complete all mandatory training and uphold the highest standards of professional conduct at all times.

3. Other responsibilities and duties

a.	Support staff and student recruitment, marketing and promotional activities including open days and employer events.
b.	Work collaboratively with employers, industry partners and stakeholders to enhance curriculum relevance and learner progression.
c.	Contribute to delivery of the College Strategic Plan, operational plans and cross-college priorities.
d.	Promote equality, diversity and inclusion across all aspects of provision, with explicit consideration of Ofsted focus groups and protected characteristics.

e. Analyse destination data to inform curriculum planning, self-assessment and continuous improvement.
f. Undertake any other duties appropriate to the role as reasonably required.
g. Ensure all safeguarding policies and procedures are followed.
h. Maintain student destination data to inform self-assessment and quality improvement.
i. Any other duties connected with the post as are reasonably required from time to time.

Qualifications / Skills / Knowledge / Qualities

It is crucial that the successful candidate shares our student-focussed values, equality of opportunity and parity of esteem for staff and students.

At Plumpton College we are:

- Ambitious and Progressive
- Enterprising
- Professional
- Passionate about everything we do
- Supportive

Essential criteria for the post
Hold a degree / professional qualification or equivalent.
Hold a relevant teaching qualification for level of programme/course or be willing to gain a relevant formal qualification.
Show evidence of or potential to teach to a consistently good or better standard.
Level 2 or higher qualifications in both English and maths.
Sector / industry experience and/or evidence of specialist subject knowledge in key areas.
Demonstrate a strong desire to work collaboratively as part of a high performing team.
Have a strong desire to see students succeed, evidenced by good or better key performance indicators for allocated programme(s).
Clear understanding of how learners make progress over time and how teaching can be adapted to meet diverse needs.
Demonstrate a clear understanding of the factors affecting student welfare and best practice in maintaining and enhancing student behaviour and safeguarding.
Excellent communicator with highly developed interpersonal skills.
Willing and able to develop curriculum, teaching and learning materials in subject specialisms as part of continuous development.
Comprehensive and well-developed IT skills.
Skills and experience in problem solving and a flexible and adaptable approach.

Flexible, reflective and solutions-focused approach to improvement and change

Desirable criteria
Experience of teaching, coaching or mentoring.

CONDITIONS OF EMPLOYMENT

Working Hours

Basic working hours are from 08.30 to 17.00 Monday to Friday but some flexibility will be required to meet the needs of the business. This is an all-year-round post. There will be some evening and weekend working required to support departmental activities, whole college recruitment, and promotional events.

Annual Leave

The holiday year is from 1 September - 31 August each year. The annual leave entitlement for this role is 37 working days, plus 8 bank holidays (pro rata) and up to 5 efficiency days when the college closes at Christmas. Annual leave is bookable subject to business needs and should be planned and agreed with your Line Manager. Annual leave sheets will be available from the start of the new holiday year.

Continuous Professional Development (CPD)

This post will be entitled to CPD for skills updating, personal and professional development. All CPD must be planned, agreed, and booked with your Line Manager.

Benefits

The candidate appointed to the post will automatically become a member of the Teacher Pension Scheme and pay contributions as determined by annual salary levels. The pension scheme includes life assurance cover, and the College will also pay a contribution towards your pension. Other benefits include free onsite parking, an Employee Assistance programme, TOTUM card, cycle to work scheme, free use of the onsite gym, free eye tests, discounts on Plumpton wine, staff discounts on Plumpton courses, as well as comprehensive CPD and teacher training (role dependent).

Equality and Diversity

Plumpton College is committed to the promotion of equal opportunities and is dedicated to pursuing non-discriminatory policies and practices and eliminating unfair discrimination on any basis. This means that no job applicant will receive less favourable treatment than another on grounds of gender, marital status, age, racial origin, disability, sexual orientation or political or religious beliefs.

Criminal Record Check via the Disclosure Procedure

The Rehabilitation of Offenders Act 1974 gives individuals the right not to disclose details of certain old offences when asked about their criminal record as they may be defined as

'spent'. There are exemptions to this if the individual is offered a post which involves contact with children or regular work at an establishment exclusively or mainly for children.

The post you have applied for falls into this category and, therefore, requires a criminal background check.

If a job offer is made, you will be asked to apply for a DBS Disclosure Certificate. The Disclosure Certificate will contain details of current and "spent" convictions, cautions, reprimands, or warnings held on the Police National Computer, excluding certain specified old and minor offences.

The DBS Disclosure will also indicate whether information is held on government faculty lists of those individuals who are barred from working with children or vulnerable adults (if applicable).

The post-holder cannot begin employment with the College until the DBS Disclosure Certificate is received and considered by the Principal.