

POST	Hourly Paid Assessor	LOCATION	Corporation Road
SALARY	£18.38 - £19.90 per hour dependant on qualifications and experience	LINE MANAGER	Head of Division
HOURS	Variable		

KEY RESPONSIBILITIES

- To teach and assess to enable students to gain the maximum benefit from their studies
- To follow procedures laid down in ISO.2000:9001 and I.I.P. operating in Redcar & Cleveland College.

KEY TASKS

1. To organise and deliver NVQ programmes and work based learning programmes within relevant vocational area.
2. To be responsible for the marketing and promotion of relevant NVQ programmes within College and through links with external agencies.
3. To instruct, assess and deliver underpinning knowledge for NVQs in College and at relevant locations, which may include working in employer workplaces.
4. To ensure that the College and external awarding bodies quality requirements are met as appropriate
5. To ensure that appropriate reviews with students, and employers where appropriate, take place and are effectively recorded.
6. To provide portfolio building support and assistance to students.
7. To create appropriate networking links.
8. To keep up to date with developments in relevant work related and subject areas.
9. To be involved in enrolments, marketing of the College, Open evenings as required.
10. To undertake reasonable duties commensurate with the grading of the post as may from time to time be requested by the Principal.