

## External Hairdressing Educator – Peterborough

### Description

Established in 1971, Heart of England Training is a leading apprenticeship provider, rated as 'excellent' by employers and apprentices and working with over 1,000 apprentices in England.

We have an exciting opportunity for experienced, qualified and passionate External Educator to join the team working around the Peterborough area.

As an external educator you will support learners through to the successful conclusion of their chosen training programme and impart occupational skills to the learners to the level expected.

As an external educator you will deliver intermediate, advanced and higher-level qualifications and apprenticeship standards. You will need to educate learners to gain the appropriate knowledge, skills and behaviours, meeting national occupational standards and/or achieve competence in their qualifications, as required by the awarding body. You must ensure learners complete their training programme on target as agreed and detailed on the individualised training plan. All employees will be supported through a staff training and development programme relevant to their skills and experience. You will need to achieve all professional development targets set within the agreed time scales.

The successful individual will be flexible, empathetic and reliable: a team-player with excellent communication skills.

**Salary: From £23,000 per annum (DOE)**

### Responsibilities

Responsibilities include:

- To agree an individualised training programme with each learner, and monitor this to ensure that the learner is working to the agreed targets
- To ensure that learners understand their rights and responsibilities with regard to their qualification
- To correctly interpret and meet: Apprenticeship Standards, NVQ requirements, Technical Certificate qualifications and any other learning aims which build the learners individualised curriculum.
- To follow the curriculum plan and deliver engaging sessions which develop the learner's knowledge, skills and behaviours.
- Responsible for independently managing outlook calendars and workload to ensure that all deadlines and audit requirements are met.
- To identify safe, valid, reliable and sufficient evidence to enable learners to complete their learning aims
- To ensure the delivery of the curriculum is in line with the Ofsted framework and meeting the organisations quality assurance standards.
- To identify and develop strategies to address gaps in learners progress and achievement
- To ensure the delivery of the curriculum is in line with the Ofsted framework and meeting the organisations quality assurance standards.
- To ensure OneFile is utilised within its full capacity and embedded within your day to day working culture
- To ensure that all learners have equal and fair access to learning activities

### Hiring organization

Heart of England Training

Reference: PN-EED-0824

**Salary: From £23,000 per annum (DOE)**

Please download a copy of the Application form and full Job Specification here to submit your application –

[Application for Employment – E-copy](#)

[Job Description- External Educator](#)

Please send CV and Application Form (download this), make sure this outlines how you meet the person specification of the job description to [careers@hoet.co.uk](mailto:careers@hoet.co.uk)

### Employment Type

Full-time

### Job Location

Peterborough

and the assessment process

- To develop learners Literacy, Numeracy and ICT in line with individuals starting points
- To prepare and complete learner progress reviews in line with company expectations
- To provide constructive feedback on achievement and performance to learners
- To attend regular standardisation meetings and training with relevant industry team members

### **Personal Specification**

Candidates without a particular qualification which we have listed as 'essential' need not be discouraged from applying if they are willing to undertake appropriate training in-post.

### **Experience**

Essential:

- Industry related, minimum 3 years
- Previous teaching experience

### **Qualifications**

Essential:

- Level 3 Industry related qualification or experience
- Level 4 Certificate in Education and Training or equivalent
- Safeguarding Level 1

### **Job Benefits**

- We will offer you full training and support
- Monday to Friday, 9.00am–4:30pm working hours (FT)
- 33 days holiday allowance (FT inc bank holidays) rising to 38 days within a 3 year period of time served (PT holidays Pro Rata)
- Birthday Holiday after 3 full annual leave years
- Health Care Scheme
- Wellbeing hub and 24/7 advice line
- Holiday purchase scheme (of up to 5 days)
- Company Pension Scheme
- Christmas Shutdown
- Annual conference with all staff as well as company events

### **Interested in this position?**

Please send Application Form (download this), make sure this outlines how you meet the person specification of the job description and CV to [careers@hoet.co.uk](mailto:careers@hoet.co.uk)

We do reserve the right to close this advertisement early if we receive a high volume of suitable applications