



# TRURO & PENWITH COLLEGE

## **0.5 (Fixed Term) LECTURER IN BUSINESS**

Application Information Pack



## Advert

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Fractional 0.5 Fixed Term

**Business Lecturer** (Truro)

£33,723 - £42,215 pro rata\*

We are one of the highest performing colleges nationally on all courses at all levels, with our Education Programmes for Young People provision rated by Ofsted as 'Outstanding'.

We are looking for an enthusiastic and committed Business lecturer with the ability to inspire students and maintain excellent working relationships in a very successful Business team. A willingness to support students pastorally is essential, as is being adaptable and flexible in a dynamic working environment.

Candidates should work with confidence with a variety of ability levels, be a committed team member and be passionate about their subject. The successful applicant will be expected to provide high quality teaching on education programmes, and to contribute to providing an outstanding learning experience for our students.

The candidate will have a successful track record in the delivery of relevant courses. As well as teaching, the successful candidate will also have responsibility for a tutor group.

The department delivers a range of business-related courses: A-Level Accounting, Business Studies, Economics and Law, Diploma in Travel & Tourism, Level 2 Business / Travel & Tourism.

Applicants should be well qualified in the subject area and ideally have a relevant teaching qualification although there may be opportunities for those wishing to move into teaching as a change in career direction. If you are not a qualified teacher already this should not deter you from applying. For example, if you are an experienced industry professional, looking for a career change, then funding may be available to support teacher training.

\*Non-qualified applicants will be considered but will be paid on a non-qualified lecturer scale.

*We offer a generous package with benefits including 40 days annual leave plus bank holidays and College closure days, teacher pension scheme, relocation package, free on-site parking and a variety of on-site benefits and discounts.*

**CLOSING DATE: 5PM, MONDAY 20 OCTOBER 2025**

*Curriculum Vitae are not accepted, Application Forms only.*

*Successful candidates will be notified within 4 weeks of the closing date.*

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## About us

**Join Our Journey of Excellence: Shape the Future with Us**

Truro and Penwith College is widely respected as one of the best colleges in the country. We offer a range of educational choices, supported by modern resources and inspirational teaching.

Since opening its doors in 1993, our College has grown into a thriving hub of education, opportunity, and achievement. From humble beginnings, we now proudly support over 5070 full-time students aged 16-19, 704 higher education students, 740 apprentices, and 4,000 part-time learners. Our expansive offerings include more than 42 A-level subjects, the International Baccalaureate, BTEC and UAL Diplomas, and industry-focused programs in Construction, Hospitality, Hair and Beauty, Automotive Engineering, Nursing and more. We are also a beacon for High Needs provision, apprenticeships, professional qualifications, and higher education courses ranging from levels 4 to 6. The colleges recent OFSTED report from December 2025 highlights the college's exceptional commitment to student success, industry-aligned training, and outstanding personal development opportunities.

Truro College is a purpose-built campus across 13 main buildings and offers excellent, modern facilities designed around the needs of our students. Our other main site, Penwith College in Penzance, was created following a £30million redevelopment incorporating historic buildings with state-of-the-art facilities.

Our commitment to growth is evident in our continued investment in cutting-edge facilities and infrastructure. Our College is at the forefront of STEM education and we are proud partners in the South West Institute of Technology, with state-of-the-art facilities at our Truro Campus, as well as a STEM and Health Skills Centre in Bodmin to help school leaver and adult students from across Cornwall access specialist and unique courses in Engineering, Health, Nursing and Digital, each designed in partnership with key local employers. Other affiliations include the establishment of a Free School – Callywith College in Bodmin.

Students are at the core of everything we do, driving our commitment to their success and inspiring every decision, investment, and innovation we make. Our mission statement is: 'To provide the best possible learning experience, leading to the highest possible level of achievements by our students' and we promote the Values of Wellbeing, Engagement, Aspiration and Respect among our staff and students. The College is very innovative and dynamic in its approach, earning an exceptional reputation both locally and nationally. We were among the first colleges awarded Beacon status and in 2016 was the first college to be graded Outstanding under the new inspection framework. Our accolades include the AOC National Beacon Award for Leadership and Governance and the AOC National Beacon Leading Light Award, and as the first provider of T Levels in Cornwall, we are leading the way in shaping pathways to future careers.

## Your Opportunity to Make an Impact

We're seeking exceptional educators with vision, energy, and determination to deliver first-class education and training for Cornwall.

### Lecturer Salary Scale

- **Band B:** £28,429 - £30,895
- **Band C:** £32,675 - £36,563
- **Band D:** £38,330 - £42,215

(The final salary band will be determined during the interview process.)

### What We're Looking For:

- A proven record of student success over the past two years (please include details).
- A willingness to contribute to other areas of the College's teaching programs.
- Strong qualifications, experience, and achievements.
- Energy, teamwork, and a commitment to excellence.
- A vision for shaping the future of education and training.

## Job description

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<b>Post:</b>	LECTURER
<b>Responsible to:</b>	Principal
<b>Grade:</b>	Lecturer
<b>Conditions of Service:</b>	Truro and Penwith College Conditions of Service
<b>Main Purpose of Job:</b>	<p>Teaching and providing learning support for students.</p> <p>Acting as personal tutor to a group of students and providing appropriate support.</p> <p>Undertaking other professional tasks within the curriculum team, the student support team or across the College.</p>
<b>Specific Duties:</b>	
Learning Support:	<p>To diagnose learners' needs and to formulate programmes that will specify those needs.</p> <p>To design a pattern of learning experiences.</p> <p>To provide high quality learning experiences for students.</p> <p>To be a member of a curriculum team and to co-operate fully in its work.</p> <p>To participate fully in arrangements for student assessment and progress reviews.</p>
Tutorial Support:	<p>To establish a personal knowledge of and relationship with assigned students.</p> <p>To be a member of a student support team and to co-operate fully in its work.</p> <p>To help students identify and resolve matters which block their progress.</p> <p>To liaise with staff and other organisations to provide information and support for students.</p>
Other Professional Tasks:	<p>To accept responsibility for specific tasks within the curriculum team, the student support team or across the College. (The nature of such tasks will vary from time to time, responsibilities will be assigned by the Principal following discussions with individual members of staff, the Senior Staff and Team Leaders. Typical responsibilities might include acting as a Course Leader, acting as a Subject or Section Leader,</p>

undertaking a cross-College curriculum function or developing a new course or delivery arrangement).

**Administration and Planning:** To maintain appropriate records.

To contribute to working parties or team groups.

To undertake all administrative tasks associated with assigned teaching, tutorial and other tasks and to participate in the planning process operating within the individual teams and in the College.

**General Requirement:**

As a member of staff the postholder will be required to further the agreed aims of the College by participating fully in the following:-

The first nine months of your employment will be a probationary period, during which your suitability for the position to which you have been appointed will be assessed.

- To participate in the scheme for appraisal and review of performance adopted by the College.
- The provision of a high quality environment for student learning and associated activities.
- To maintain the highest standards of professional behaviour at all times (including compliance with the staff Code of Conduct), with a positive and student focused approach.
- Student Welfare and Support Services.
- All members of staff are required as part of their duties to accept responsibility for safeguarding, Prevent and promoting the welfare of children and vulnerable adults.
- To be responsible for promoting equality and diversity in line with College procedures.
- To act responsibly in using resources including contributing and complying with efforts and initiatives to reduce carbon emissions.
- The development of a flexible and responsive institution.
- College Promotional and Marketing Activities.
- The safe and appropriate use of College equipment, premises and property.
- Health and Safety Procedures as laid out in the College Health and Safety Policy.
- Staff Development Activities.
- General College Developments.

All members of staff must be prepared for changes in their responsibilities and work.

The postholder will also be required to undertake such other tasks as the Principal from time to time may determine.

## Person specification

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### LECTURER

The person sought will have most, if not all, the following skills and experience:-

- A degree or similar equivalent professional qualification and a recognised teaching qualification.
- A record of continued student or professional development.
- A record of achievement in teaching within an area appropriate to the curriculum remit of the team.
- Be an effective communicator, both in writing and orally.
- Be committed to good working relationships and have the ability to motivate others.
- Be committed to the implementation of a curriculum and working practices which are free from any bias relating to gender, disability or ethnicity.
- Enthusiasm for the opportunities presented by the establishment of a new College.

The College is registered with the Disclosure and Barring Service and the successful applicant will be required to apply for a Disclosure at the enhanced level. If you apply for a job with vulnerable people when you know you are on a barred list you could be fined or face a prison sentence.

Truro and Penwith College is committed to ensuring a culture of valuing diversity and ensuring equality of opportunities.

## Useful Links

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[TRURO AND PENWITH COLLEGE OFSTED REPORT](#)

[TRURO AND PENWITH COLLEGE PROSPECTUS AND OTHER PUBLICATIONS](#)

## Terms & Conditions

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### **Continuous Service**

Your continuous service dates from the commencement of the contract with the college except where periods of previous service with other local authorities and related employers are allowed to count as continuous employment for specified purposes in the Contract, the pensions scheme and other agreements.

### **Holidays**

Holiday entitlement for this post is currently 40 working days plus college closure days and public holidays.

### **Probationary Period**

The appointment is subject to the satisfactory completion of a 9 month probationary period.

### **Pensions**

The post falls within the scope of the Teachers Pension Scheme (TPS). Further details can be found at <https://www.teacherspensions.co.uk/members/member-hub.aspx>

### **Commitment to Safeguarding & Safer Recruitment**

Truro and Penwith College are committed to safer recruitment practices. All applicants must be willing to undergo a Criminal Record (DBS) Check (Standard or Enhanced depending on the post applied for) and past employment checks.

In addition to our pre-employment checks, we will conduct an online search. This includes checking Google main results feed as well as the 'News' and 'Images' tab. We will be checking for any publicly available information that suggests the applicant may not be suitable to work with children or young/vulnerable people or content that could potentially damage Truro and Penwith College's reputation. This may include inappropriate posts, comments or images displaying evidence of offensive or inappropriate behaviour, jokes or language, discriminatory comments, inappropriate photos, drug or alcohol misuse.

### **Equality, Diversity and Inclusion**

The College is an Equal Opportunities Employer and is committed to ensuring a culture of valuing diversity and equal opportunities.

### **Data Protection**

By applying for a post at Truro and Penwith College, you are giving your consent for us to process personal information about you. We have legal obligations to fulfil in the way that we deal with that data. We must collect the information fairly, that is, inform you that we will process it for the purpose of recruitment and selection and the employment relationship for the successful applicant. All information will remain confidential and will only be viewed by those involved in the selection process. If you are not successful, then your information will be destroyed after six months in accordance with Data Protection Policy.

## Working for Us

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In recent years the College has won a number of prestigious awards, including featuring twice in the Sunday Times "Best Places to Work" survey, achieving gold for five years running in the Workplace Health Awards and in 2017, the AoC Beacon Award for Mental Health and Wellbeing & Leading Light Award.

The College is also accredited with Investors in People, Investors in Diversity, Matrix accreditation and Beacon Status.

Located in a stunning county with dramatic coastline, captivating fishing harbours, spectacular beaches and a world class food scene, Cornwall is a great place to live and Truro and Penwith College a great place to work.

### Benefits

- Competitive salaries
- Generous occupational pension schemes for academic and support staff
- Supportive family friendly and flexible working policies
- Cycle to Work Scheme
- Generous holiday & sickness entitlements
- Free Library membership
- Free parking at our Truro and Penzance campuses
- We invest in facilities
- We have fun (team days and social events)
- We value staff development
- Free health and wellbeing programme
- Free recreational courses
- Staff Discounts at local leisure and retail establishments
- Free health checks and corporate eye care scheme
- In house leadership and management programme
- Accessible campus and facilities
- Free access to Counselling and Mental Health Advisors
- Workstation Assessments/Occupational Health Referrals
- Excellent facilities onsite for relaxation and rejuvenation at discounted prices – restaurants, coffee shops and salons

## How to apply

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Application forms and details of how to apply for this post are available online at

<http://www.truro-penwith.ac.uk/work-for-us>

Application forms can be sent to us by email to

[HR@truro-penwith.ac.uk](mailto:HR@truro-penwith.ac.uk)

## Outstanding Education Inspiring Futures



# THE TRURO & PENWITH COLLEGE VISION

LOOK FURTHER REACH FURTHER GO FURTHER

## OUR AMBITIONS

### LOOK FURTHER

- **Aspiration:** Students gain the confidence and self-belief to set ambitious progression and career goals
- **Inspiration:** Students are inspired by interactions with staff, stakeholders and alumni

### REACH FURTHER

- **Triumph:** Students exceed expectation and achieve their full potential
- **Talent:** Expert lecturers with a passion for teaching, learning and assessment
- **T&PC Magic:** exceptional facilities, enrichment and opportunities

### GO FURTHER

- **Progression:** Students progress to competitive universities, apprenticeships and jobs that provide strong foundations for successful careers
- **Prosper:** Students develop the skills needed to flourish at university or in employment
- **Productivity:** Students gain the skills employers need, supporting the economy to thrive

## OUR VALUES

Our values, chosen by staff and students, provide the foundations for a high-performing inclusive culture in which our ambitions can be realised.

### WELLBEING

Looking after our own physical, social and emotional wellbeing; the most important foundation for a happy, healthy and prosperous future.

### ENGAGEMENT

Taking full advantage of the opportunities available to us, both at college and beyond.

### ASPIRATION

Wanting the best future for ourselves and having the self-belief that we can achieve it; looking beyond the horizon we may initially see.

### RESPECT

Playing an active part in creating positive inclusive communities, where everyone is valued and respected.