

Waltham Forest College

Job Title: Head of Department: Access to Higher Education (Access to HE) and Higher Education (HE)

Full Time :36 hours, 52 weeks per year

Salary: £44,062 to £47,969 including London Weighting (Dependent on Experience)

Contract Type: Permanent

Waltham Forest College is a forward thinking, vibrant, diverse and exciting place to study and work. We are proud of our achievements including being rated as the top performing college in London for student satisfaction for the past two consecutive years, as well as being graded as Good by Ofsted.

We believe that our employees are the heart of the organisation and having the right people in the right place, with the right skills is the key to our success. We are looking for a committed individual who is passionate about working in an aspirational and high performing college and dedicated to contributing to an outstanding experience for our learners.

An exciting opportunity has arisen for an experienced and proactive specialist to join the College as Head of Department for Access to Higher Education (HE) and HE. They will lead and manage the Department ensuring high quality and inclusive learning leading to widen participation and excellent achievement in various vocational courses offered in the department including Access to HE, HE and other vocational courses. You will also be leading an exciting opportunity to further develop the college's HE provision in partnership with multiple organisations and other stakeholders, to meet the higher skills gaps within various sectors.

The successful candidate will have a keen sense of responsibility, ownership and a 'can do' approach to addressing everyday challenges. If you believe you have the skills, experience and motivation to make a difference and be part of Team Forest, we strongly encourage you to apply for the post at Waltham Forest College.

The ideal candidate will possess a degree or equivalent professional qualification. You will be skilled and experienced in managing funding, budgets and meeting financial targets for FE and HE offer. You will have significant knowledge of the frameworks, code of practice and processes that pertain to Access to HE and HE including Ofsted EIF and QAA. You will have the skills to ensure the College meets the needs of the students well and that the support is innovative and responsive to emerging trends and needs. You will also have good interpersonal skills and experience of using information systems and databases. You must be committed to equality and diversity, safeguarding and promoting the welfare of our learners and have a flexible attitude to work.

What's in it for you?

We offer the opportunity to develop your skills and knowledge in a professional team environment. You will also be entitled to a range of benefits including Teachers Pension Scheme, employee assistance programme and free onsite parking, cycle to work scheme and Sodexo benefits scheme

Equality, diversity and inclusion

We are committed to creating and promoting a diverse and inclusive workforce that better reflects the wider community we support. We particularly welcome applicants from groups currently under-represented in senior roles, including females, Black, Asian and Minority Ethnic (BAME), people with disabilities and from the LGBTQ community.

Safeguarding

We are committed to safeguarding and promoting the welfare and safety of our students and expect everybody working for the College to share this commitment. We actively seek DBS clearance checks for applications of employment as part of our safeguarding procedures.

Closing Date: 11th February 2022 at 5pm.

Interview Date: TBC

***Please apply as soon as possible as applications will be considered upon receipt; we reserve the right to interview before the closing date*.**

Please download the application form and submit to wfcruitment@waltham.ac.uk