



Job Title:	Curriculum Manager – Vocational classroom-based provision
Organisation:	Redbridge Institute of Adult Education
Address:	Gaysham Avenue, Gants Hill, Ilford IG2 6TD
Type of Organisation:	Adult and Community Learning Provider
Size of Post:	0.7 fte (25.2 hours per week x 52 weeks per annum)
Salary:	£ 28,347 - £33,042 pro rata (£19,843 - £23,129 for this post)
Directly responsible to:	Assistant Principal Adult Skills

We seek a dynamic and innovative manager with successful experience of managing, tutoring and working with colleagues in an adult learning environment.

You will need to maintain the current outstanding learner achievement through your highly effective management and collaboration with the tutor team. You will need to inspire the team to provide a stimulating teaching environment across a range of subjects within our vocational curriculum. Key tasks of this role are to plan the provision to meet local skills needs and to enable learners to achieve qualifications and progress to further learning and employment.

The current portfolio of courses include: business, childcare, computing, counselling and teaching assistants. You will need to be an experienced assessor and Internal Quality assurer and have a proven track record of liaison with a range of awarding bodies.

For further information and an application form, please visit our website www.redbridge-iae.ac.uk Applications must be emailed to staffing@redbridge-iae.ac.uk or posted to be received by **5.00pm 5th December 2017**. Interviews will be in week commencing 11th December 2017.