

# Working at the College

Discover everything you need to know about working at The City of Liverpool College



# Introduction

## A unique opportunity

We're looking for talented and enthusiastic people from all backgrounds to help us train and develop the next generation.

With 646 members of staff, hundreds of courses, five campuses and over 10,000 students, we are at the forefront of education in our region and would love for you to join us.

Whether you're looking for a teaching, support, or office-based role, you can find it here.

## Thinking about teaching?

If you have industry experience, good subject knowledge and want to share your skills with others, you could make a great teacher.

You don't necessarily need any qualifications or previous teaching experience to get started. At the College, we'll help you to find your feet and can provide training and support during your employment if you need it.

## Why teach?

### It's flexible

Teaching can be incredibly flexible. You can teach full-time, part-time or on an ad-hoc basis to fit around your job or other commitments.

### It's rewarding

Give something back. Sharing your skills and inspiring the next generation can be a hugely fun, life-changing and rewarding experience.

### It's varied

Every day is different in teaching, which is why many people are switching a day on the tools for a day in the classroom.



# The Benefits

## **We really care about our people.**

As a member of College staff, you will have access to a wide range of benefits, wellbeing services and opportunities for professional development.

**Generous annual leave:** Full-time lecturing staff get 50 days, management posts 35 days, and support staff up to 28 days, plus bank holidays and extra days for closures (the highest entitlement in the City Region).

**Family-friendly policies:** Flexible working, maternity/paternity pay, dependent's leave, adoption leave, compassionate/bereavement leave and a career break scheme.

**Annual teaching hours:** Our maximum teaching hours is 832, compared to the City Region average of 852.

**Homeworking policy:** Staff can apply to work from home on a regular basis for up to 40% of their working hours.

**Competitive salaries:** We offer the highest in Further Education in the City Region.

**Benefits platform:** Offers staff discounts and savings on various expenses.

**Pension Scheme:** We contribute 24% to the Teachers' Pension Scheme (TPS).

**Long service award:** A £300 gift voucher for 25 years of employment.

**Cycle to work scheme:** Offers savings of up to 42%, up to £60 worth of free clothing or accessories and free servicing for the first 12 months.

**Travel loan scheme:** An interest free loan to enable staff to purchase annual travel tickets from Merseytravel and Merseyrail.

**City Centre Parking Scheme:** A preferential rate on monthly parking permits with Secure Parking.

**Counselling:** Access to a free, independent and confidential 24-hour counselling service.

**Sport & Fitness Suite:** Our excellent sports and fitness facilities can be used free of charge by staff.

**Eyecare vouchers:** Free eye tests through a voucher scheme with Specsavers Opticians.



# Case study

**Peter Walsh** is a professional joiner, born and bred in Bootle, who's been involved in education for over 25 years.

## **What were your motivations for starting to teach?**

When I was younger, my education aspirations weren't really that big. I didn't do maths in senior school - I got told to sit at the back and draw - which I thought was a pretty good deal at the time. It was my joinery tutors who ended up having to teach me maths.

They changed my direction, from potentially going down the wrong pathways to wanting to be the best joiner and know everything about my trade. It looked after me, being a joiner.

So, part of my motivation to start teaching was down to the tutors who taught me - I like to try and give a little bit of that back to people who might not have the best opportunities.

## **What do you enjoy most about teaching at The City of Liverpool College?**

The kids are the same every year - the names and faces change - but they're dealing with the same issues I dealt with growing up. A lack of opportunity. A lack of aspiration sometimes.

I'm not just teaching joinery; I try to teach them a little about the wider aspects of life.

We have some super high-flyers and it's about pushing them as far as they're capable. For others, it's about getting them to open their

mind to their potential and the possibilities.

## **What are some concerns from new teachers?**

How do you deal with a group of 16-18-year-olds, all with their own thoughts, egos and problems? I can be professional, but I can also have a laugh with the kids when it's needed and that's important sometimes.

I've got a fantastic management team above me. We're all tradespeople who've been on building sites most of our lives, and we look at things in similar ways.

## **How does your industry experience help you in your role?**

Someone from a more academic teaching background probably has a completely different experience

teaching. They'll have a different skill set than your average construction worker.

As such, as I've been in education for 25 years, but I'm still a construction specialist. My role is a combination of both, as I must give them an expectation of what they'll see in their workplace. I'm a joiner first and foremost.

## **What would you say to someone considering teaching?**

How will you deal with the ones that don't want to learn? That's the reality. You need to be prepared to dig down to understand how to make a difference.

# What you can expect

## Training and Development

We're dedicated to continually developing our team. All our new recruits undertake a series of training and development programmes including a full induction covering aspects of safeguarding, equality, diversity and health and safety.

At The City of Liverpool College, you can complete your teaching qualification alongside your employment, so you don't need to have one before you apply.

We hold regular training and development programmes to ensure our staff are up to date with latest best practices and are well prepared for things such as lesson planning and curriculum delivery.

## Wellbeing

Your wellbeing is extremely important to us. We make sure all our staff have access to the support, guidance and assistance they need all-year round.

This includes external mental health support, an employee assistance programme, occupational health support, wellbeing days and a range of flexible working measures.

## Equality, Diversity and Inclusion

We are dedicated to promoting diversity, inclusivity and anti-racism. Our EDI initiatives include staff network groups (BAME, LGBTQ+, Disability), a cross-college mentoring scheme and blind shortlisting in recruitment to ensure a non-biased process, aiming to enhance representation and diversity at all levels.



# Case study

**Jessica Middleton** has been teaching whilst running her own photography business for 11 years.

## **What were your motivations for becoming a tutor?**

It's great to pass over the knowledge and skills I've got from industry and bring those things into the classroom. Teaching was never the original goal, but I enjoy teaching people things that I've learnt and being there when students need advice.

It's also nice to have a steady income source. I work in the seasonal wedding industry, so there are times when it's busy and times where it's quiet. It's good to know I've got the teaching there as back-up income.

## **What do you enjoy most about teaching at The City of Liverpool College?**

It's really exciting to see what the new generation is doing.

Students regularly teach me things. They're good with different types of technology and new trends, and often talk about artists or photographers I've never heard of.

I love seeing their ideas and how the project develops, and having conversations with students who are clearly passionate about the subject.

Some students have had great success stories. It makes you really proud that you've helped them along the way. I've had students getting involved with

the British Institute of Professional Photographers and winning awards.

I see their projects clicking into place and they're getting really excited. It's great to be a part of that. It's a big achievement for them, and you're a part of the journey.

## **Are there any challenges transitioning from industry?**

To begin with it was scary - especially because I was young - I thought I had to prove to students that I knew what I was on about. But over time, your confidence builds, especially once you see the impact that you're having on the students.

It's not just being there in the classroom - there's the marking and planning too. But, as you would

do with your business, it's about finding the balance and scheduling the time to do those things.

## **What would you say to others in your industry who are considering being a tutor?**

As a wedding photographer, it's nice being a part of a special day in someone's life. I feel like that when I teach, that I'm part of this journey with them. It's fulfilling really.

As you see the students achieve, you get a great sense of achievement yourself.

# The process

## Ready to start?

There are several steps you must go through before becoming a member of staff. Each step is outlined below and is required as part of our recruitment policy and commitment to safeguarding.

### 1. Apply

Complete your online application, including accurate personal information, previous experience and suitability for the role.

### 2. Shortlisting

If your application matches the criteria, you'll be shortlisted by the hiring manager – make sure to check your email for interview invitations.

### 3. Interview

Any shortlisted candidates will be contacted by the College directly with an invitation to interview – prepare yourself by researching the role and the College.

### 4. Outcome

Successful candidates are contacted by the hiring manager. Any unsuccessful candidates will also receive notification and can request feedback.

### 5. Pre-employment Checks

Upon receiving a conditional offer, we will carry out pre-employment checks, such as ID verification, DBS, qualification, professional registration and references.

### 6. Contract

You can now arrange a start date with your line manager via the recruitment team. You must then review and sign your employment contract before you start.

### 7. Induction:

Mandatory training before joining includes a comprehensive induction covering role-specific sessions and the College culture.

### Have any questions?

If you require assistance or have questions about working at the College, please contact our recruitment team.

[recruitment@liv-coll.ac.uk](mailto:recruitment@liv-coll.ac.uk)



# Any questions?

Speak to our team: [recruitment@liv-coll.ac.uk](mailto:recruitment@liv-coll.ac.uk)

[liv-coll.ac.uk/work-with-us](http://liv-coll.ac.uk/work-with-us)

