



Creative Group Quality Lead and Internal Quality Assurer

LOCATION: National | REPORTING TO: Director of Quality

We believe that everyone owns potential; its inside us all waiting to be discovered.

We are a post-16 further education provider delivering high-quality education, inspired through sport centred learning (the SCL Way) .

With over 20 years' experience in the industry, we have evolved to become the home of sports , creative arts, business and esports education for 16-18-year-olds. We are on a journey to set the standard for education that truly inspires young people to succeed and helps current and future generations of industry professionals to unlock their potential.

We are proud to teach, motivate and develop more than 3,500 learners in professional environments every year nationwide helping them on their journey to the next steps in their career.

To have overall responsibility for internal quality assurance of key provision within the area of responsibility. To implement and support monitoring and applying compliance with SCL's Gold Standards. To maintain and improve SCL's quality certifications and direct claim status. This will include leading and supporting inspections and audits conducted by external agencies and to support the self-assessment process to promote quality improvement across all divisions.

In addition, this role is fundamental in the quality assurance and improvement of teaching and learning standards across key provision types. This includes the delivery of quality deep dives and other quality assurance mechanisms to 'measure' performance standards followed by the development and implementation of effective, innovative quality improvement practice which rapidly improves the consistency of our delivery team's quality of education.

Fundamentally, this role is a driver of 'change so that higher volumes of learners receive an exceptional learning experience in order for them to stand out from the crowd and to ensure that they are fully prepared for their next steps.

CONTRACTUAL COMPLIANCE

- To ensure learner starts and achievements are timely.
- To ensure retention , achievement, high grades and destinations of learners are in line with SCL targets.
- To ensure compliance, quality, and consistency of assessment.

GROUP QUALITY LEAD ACTIVITIES.

- Quality intervention support to improve learner experience and outcomes.
- Robust quality assurance and quality improvement process through deep dives, observations, coaching and mentoring, CPD and teacher development.



- Ensure the overall quality of education at the education venues within your remit are 'good or better' through defining performance standards, measuring effectiveness and relentless driving forward improvements through strong and supportive leadership.
- Monitoring observations within your specified region/area to determine key themes of development for intervention.
- Lead, inspire and support teaching staff in their own development through coaching to unlock and maximise their potential, ensuring identified improvement areas are enhanced in a timely manner.
- Supporting the quality team in the creation and delivery of upskilling and CPD materials teaching and learning.
- Designing curriculum offerings, ensuring innovative, flexible, and challenging course content.
- Collaborating with internal teams and organisational leadership to plan and deliver an innovative and effective curriculum, meeting the needs and best interest of SCL, our learners and the communities we serve.
- Continued research and development of outstanding teaching pedagogy.
- Developing and presenting evidence-based strategies to aid curriculum development and innovation in teaching and learning.
- Designing and monitoring internal 'Licence to' programmes to support staff development.
- Maintaining ongoing dialogue with relevant departmental leads and upholding lines of communication across the group.
- Supporting in the preparation and process of inspection activity across the group.
- Working with the quality assurance team to develop robust methods of monitoring and ensuring the high quality of curriculum.
- Leading the internal quality assurance of assessment and feedback to ensure requirements are met for awarding organisations, funding bodies and lead providers.
- Supporting with the recruitment and induction of new staff.

INTERNAL VERIFICATION AND RELATED ACTIVITIES.

- To manage, undertake and internally verify all applications within the scope of area of responsibility.
- Ensure that Functional Skills and work readiness/ employability are threaded through all stages of the learner journey.
- Work with the team, to fully implement all linked processes and ensure the drive for outstanding provision is evident in all areas.
- Plan and conduct staff training sessions as appropriate in line with the quality improvement team.
- Ensure compliance to assessment and verification procedures.
- Ensure general administrative requirements are met within appropriate deadlines.
- To prepare sampling plans and schedules for internal verification.
- To set up, prepare and minute standardisations meetings within scope of the area of responsibility.
- To organise and run External Verification visits within scope of area of responsibility.
- To work with teachers, curriculum managers and group quality leads to resolve any action points from External Verification visits.
- To ensure qualifications units chosen to meet the full qualifications requirements and where appropriate its framework/standards.
- Ensure that all teachers/ trainers meet minimum requirements for vocational competence, CVs, Certificates, and on-going CPD.
- To confirm Assessment Schedules, meet the requirements of the awarding body and funding guidelines for each component of the learners' journey.
- Working with the appropriate quality improvement and curriculum development team to develop and oversee assessment materials and documentation where required to improve the overall quality of provision.
- To lead/support a team of teachers/trainers to achieve timely success rates with their learners.



- To check the compilation of portfolios and to monitor their quality of evidence.
- To be responsible for monitoring and tracking assessment and verification procedure.
- To participate in course evaluation, quality assurance and self-assessment processes.
- To prepare monthly reports for the relevant Manager.
- To support with completing relevant paperwork in accordance with awarding body requirements.
- Assist with other quality functions such as curriculum review and development, improvement visits etc as defined by National Quality Manager.
- Conduct the 'self-assessment' process with regard to the quality of learning and liaise with other members of the management team to support with the production of annual SAR and QIP.
- Attend various network groups and ad hoc meetings and project teams.
- To comply with and actively promote SCL 's Equal Opportunities and Safeguarding Policies.
- Attend regular quality and standardisation meetings.
- Obtain feedback from learners and employers, analyse, and make any appropriate improvements.

OTHER

- To manage own personal development in line with agreed annual performance objectives.
- To ensure own training and development, including CPD, is up to date and compliant with relevant professional bodies.
- Act as a Company representative at parents ' evening, taster days, open days and careers or education conventions.
- At times, interview potential learners and conduct assessments as necessary
- At times, manage learner behaviour and apply appropriate and effective measures in case of unacceptable behaviour.
- Ensure Equality and Diversity is embedded and instilled both in and out of the classroom.
- Identify and raise any safeguarding issues to the relevant representative.
- Promote and instil a safe learning environment.
- Provide timely feedback to Key Stakeholders on a regular basis
- Ensure that safeguarding, prevent and E&D policies and own training is kept up to date at all times.

- Level 5 Teaching qualification.
- Level 3+ in Creative Arts based qualification.
- 5+ years' experience of BTEC and/or NCFE delivery and assessment.
- Strong analytical skills.
- Exceptional attention to detail
- Strong communication skills and the ability to multitask and influence.
- Able to build working relationships at all levels.
- GCSE English and Maths (C or above or key skill equivalent)
- Competent in Microsoft packages and the ability to pick up systems quickly)
- Highly organised and experienced in managing high pressured events.
- Able to travel nationally when required.

- Level 3 Certificate in Assessing Vocational Achievement.
- Level 4 Internal Quality Assurance.



SCL
ACTIVE



SCL
EDUCATION



SCL
PROFESSIONAL

- Attractive benefits for you and your family - We offer Life Assurance, Income Protection, and reimbursement for dental, optical, and alternative health therapies.
- Discounts and benefits through our Discount and Recognition Platform.
- An exciting and rewarding employee recognition scheme.
- Outstanding internal promotion prospects through the “Teacher Talent Pathway”.
- CPD and Training - We are dedicated to developing you to reach your potential.
- Companywide Socials - A chance for the entire company to get together.
- Excellent staff discounts on SCL services.