



# WORK AT SHIPLEY COLLEGE

## Head of Teaching and Learning Innovation

### Shipley College - Life Changing Learning

**Hours:** Permanent full time, full year post

**Salary:** £47,432 - £48,849 FTE Per annum

**Closing Date:** Wednesday 22nd January 2026 at 9am

**Interview Date:** w/c 26th January 2026

**Start Date:** ASAP (subject to satisfactory pre-employment checks)

### WELCOME TO SHIPLEY COLLEGE

At Shipley College, we deliver life changing learning.

We are seeking to appoint a passionate and innovative educator that has the experience and credibility to inspire our teachers to enhance their already excellent TLA practice. Through coaching, practical advice, delivering masterclasses and hands-on demonstrations you will lead them to incorporate the latest and emerging learning technologies, and pedagogical practices into their lessons.

You will lead a team of Advanced Practitioners and Digital/LRC Specialists, and have ownership of the Learning Resource Centre, to help you drive your vision of inspirational teaching and learning across the college. Whilst this base location will be a really important hub for showcasing TEL and enabling access to traditional learning resources, you will spend much of your time in classrooms, our immersive and simulation suites, team teaching, exploring and horizon scanning and being a source of enthusiasm for all things TLA and TEL!

This is a role that needs to help colleagues explore and realise what is possible, taking what is best practice externally and bringing it home to Shipley - helping our colleagues visualise where they would like to get to, and putting in practical steps to help them get there. Reporting to the Vice Principal - Curriculum, you will work in partnership with colleagues across the whole college, in particular our teachers, Heads of Department, Head of Quality and Head of Learning Support, and work closely with senior leadership to support a culture of innovation and continuous professional development. To arrange an informal discussion prior to applying (if necessary), please contact Greg O'Shea (Vice Principal -Curriculum) at [goshea@shipley.ac.uk](mailto:goshea@shipley.ac.uk)

<b>Benefits we offer include:</b>	<b>We are looking for someone who has/is:</b>
<ul style="list-style-type: none"> <li>• Enhanced Annual Leave</li> <li>• Pension Schemes</li> <li>• Professional Development opportunities</li> <li>• Access to a free gym on site</li> <li>• Reduced cost train and bus travel*</li> <li>• Access to free onsite car parks</li> <li>• Shopping discounts with discount app</li> </ul> <p>*qualifying period applies</p>	<p>A passion for TLA excellence and TEL, with a practical understanding of how EdTech can enhance and enrich learning.</p> <p>Thinks educators should be courageous in how they teach - and understands the great responsibility placed upon us to help students succeed in life and work.</p> <p>An inspirational role model - enjoys actively researching new initiatives and encouraging teachers to try them. Makes 'teaching, learning and assessment' fun - and something that practitioners are energised to talk about, explore, test and share.</p> <p>The ability to motivate and guide teachers in experimenting with new approaches, fostering a supportive environment where innovation is encouraged, valued, and used as a springboard for continuous professional development.</p> <p>A strong awareness of current trends and best practices in education, with a well-developed professional network and the ability to leverage these connections to create new opportunities for learning.</p> <p>Believes coaching and reflective practice are the first principles by which we should support the development of teachers - but is able to support the transition into more rigorous performance management when needed.</p> <p>Knows how to deliver change, including whole organisational learning and development.</p>

**How to Apply:** Application forms can be obtained from [www.shipley.ac.uk](http://www.shipley.ac.uk). Completed applications should be submitted to [jobs@shipley.ac.uk](mailto:jobs@shipley.ac.uk).

<p>Employment offers are subject to pre-employment checks, including DBS, references, online checks and the right to work. Shipley College is committed to safeguarding and promoting the welfare of children, young people and adults and expects all staff to share this commitment.</p>	<p>The College is actively committed to a policy of equality of opportunity for all through education and therefore encourages applications from all regardless of age, disability, economic status, gender, race, religion and beliefs or sexual orientation.</p>
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# Job Description

<b>JOB TITLE</b>	Head of Teaching and Learning Innovation
<b>RESPONSIBLE TO</b>	Vice Principal - Curriculum

## INTRODUCTION

The following information is provided to assist staff joining the College to understand and appreciate the 'work content' of their post and the role they are to play in the organisation. However, the following points should be noted:

- Whilst every endeavour has been made to outline all the duties and responsibilities of the post, a document such as this does not permit every item to be specified in detail. Broad headings therefore may have been used below, in which case all the usual associated routines are naturally included in the job description.
- Staff should not refuse to undertake work which is not specified on this form but they should record any additional duties they are required to perform and these will be taken into account when salaries are reviewed.
- Shipley College is an Equal Opportunities Employer and requires its employees to comply with all current equality policies in terms of equal opportunity for employment.
- Shipley College is committed, where possible, to make any necessary reasonable adjustments to the job role and the working environment that would enable access to employment opportunities for disabled job applicants or continued employment for any employee who develops a disabling condition.

## OVERALL PURPOSE OF THE JOB

To inspire teachers to explore, experiment, discuss, share and be confident in developing their practice, including utilising digital teaching and a wide range of learning resources.

To design and deliver a rich programme of transformative professional development opportunities for teachers and learning support colleagues.

To lead the Advanced Learning Practitioner Team, to support the development of teaching excellence, and scaffold new and other colleagues to reach their potential.

To lead the Learning Resource team, ensuring an effective and proactive service for students and staff accessing our learning resource centre.

To be responsible for the organisation, management, development and promotion of the learning resource centre and to promote innovative uses of resources and educational technology to enable inclusive, effective, and engaging learning.

To be 'the face' of teaching and TEL at Shipley College, representing the college externally and being a role model for how modern, inspirational learning can look and feel.

## DUTIES AND RESPONSIBILITIES

- Lead the ongoing development and implementation of the college's TLA and digital strategy to support curriculum staff to deliver an innovative and high-quality student learning experience resulting in high levels of student satisfaction, outstanding outcomes and student progression.
- Work collaboratively with academic staff to develop and promote effective teaching practices and programmes, ensuring alignment with curriculum delivery and pedagogical goals.
- Lead the development of training and support programmes, both internally, and through securing external project funding, that enhances staff confidence and competence in the use of digital tools and platforms, ensuring all staff can effectively integrate technology into their teaching.
- To maintain your professional currency by staying abreast of new developments in TLA
- Foster a collaborative approach across departments, encouraging staff to share best practice and to work together on digital innovation and broader TLA projects.
- Contribute to the college's quality assurance processes through the delivery of high quality TLA, and the integration of digital innovation in curriculum and assessment practices.
- Represent the college in external forums, conferences, and workshops related to digital innovation, TLA and EdTech.
- Develop and maintain relationships with external partners to ensure the college remains at the forefront of TLA developments and TEL.
- Communicate regularly, effectively and passionately with internal and external stakeholders about TLA and TEL at the College.
- To champion and celebrate the principles of our Equality, Diversity and Inclusion Policy and demonstrate our values through your actions and leadership
- Provide direction to the academic staff from onboarding and initial training, through to and ongoing development
- Actively promote, role model and embed the Professional Standards for Teaching and Training – England within the College, including the professional values, attitudes, knowledge, understanding and skills
- Oversee the budget for staff development, the learning resource centre and digital resources, ensuring cost-effective procurement and use of resources.
- Line management of the learning resource team, ensuring effective provision of resources are provided to support teaching and learning.
- Ensure that all digital initiatives comply with college policies, including safeguarding and data protection.

- Regularly assess the impact of learning resources on student outcomes and staff satisfaction.
- Produce reports for SLT on the impact and outcomes of processes, practice and initiatives.
- To lead by example and be fully compliant with meeting college deadlines, such as appraisals, staff surveys.
- Keep professionally up to date with teaching, learning and assessment practices, including digital learning and technology developments, innovations in delivering a transformative student experience and ensuring that all colleagues are enhanced by what you learn and can do.

## **GENERAL**

- To demonstrate a positive commitment to the implementation of the College's Equality Diversity and Inclusion Policy and the maintenance of a culture of continuous quality improvement, assurance and innovation.
- To be responsible for safeguarding and promoting the welfare of young learners and vulnerable adults, the post-holder is responsible for or comes into contact with.
- To undertake mandatory training and staff development/CPD training as required by the nature of this post and the range of duties described within this job description.
- To use IT as designated appropriate to the nature of the role.
- To act in accordance with the College's expectations as set out in the Staff Code of Conduct and contract of employment.
- To undertake such other duties commensurate with the grade of the post as may reasonably be required.
- Work collaboratively with academic staff to develop and promote effective teaching practices and programmes, ensuring alignment with curriculum delivery and pedagogical goals.
- Lead the development of training and support programmes, both internally, and through securing external project funding, that enhances staff confidence and competence in the use of digital tools and platforms, ensuring all staff can effectively integrate technology into their teaching.
- To maintain your professional currency by staying abreast of new developments in TLA

## **PERSON SPECIFICATION**



## ESSENTIAL CRITERIA

*In your supporting statement please ensure you reference every point in this category.*

**Applications which do not address each point in the essential criteria will not be progressed to interview. If you do not meet all of the essential criteria, please do not progress with your application.**

Minimum Level 2 in English and maths.
A degree.
A teaching qualification (i.e Cert Ed/PGCE or equivalent).
Evidence of an outstanding teaching career and impactful, creative, innovative practice.
Experience of developing and delivering professional development programmes that improve TLA.
Evidence of your own continuing professional development in TLA and TEL.

## HIGHLY DESIRABLE CRITERIA

*These points are scored the same as the essential criteria. In order to score highly, we strongly recommend that you reference every point in this category where possible.*

Experience of coaching and mentoring colleagues to inspire them to develop their teaching practice.
Knowledge and experience of Equality, Diversity and Inclusion and creating opportunities for students' horizons to be broadened through their college experience.
Knowledge or experience of Safeguarding and PREVENT agenda and how core learning can help enhance students capacity to keep themselves and others safe.
Experience of successfully leading a team.
Proven experience of leading TLA transformation in an educational environment, ideally within a Further Education or a similar setting.
Demonstrable interest in current trends in TLA, digital pedagogy and technology-enhanced learning.
A strong, experiential understanding of effective programme development, and how programmes should be designed to meet the needs of a diverse range of students (funding streams/delivery format/individual needs).
Experience of budget management, project management and strong organisational skills.
Strong interpersonal, presentation and communication skills, with the ability to work collaboratively with a diverse group of stakeholders.
Ability to work flexible hours.

## **DESIRABLE CRITERIA**

*In order to score highly, we strongly recommend that you reference every point in this category where possible.*

Full, clean drivers licence, including access to a vehicle. (With business insurance).

Knowledge and experience of Equality, Diversity and Inclusion

Knowledge or experience of Safeguarding and PREVENT agenda

## **Message from the Principal**





Shipley College is a wonderful place to start (or to continue) your career and we are delighted that you are considering completing an application for a post with us.

Shipley College is a small, friendly place that really cares about every person that comes through the door and we pride ourselves on giving every student the individual

support they deserve.

Situated in the UNESCO World Heritage Site of Saltaire, it is a great place to study and easy to get to by bus, train and car.

Our practical, vocational and work-related courses include Apprenticeships, full-time and part-time courses across a range of Departments. I am delighted that our Student Survey results and employer feedback continue to be extremely positive as we provide a fantastic learning environment for all our students.

We have a fabulous team of colleagues who give up an extraordinary amount of time to support their students and their fellow members of staff. The dedication and attention to quality they exhibit is what makes our College so successful. I am proud of the commitment and hard work of all the college's staff, students and governors and pleased that this has been recognised by Ofsted in our latest inspection.

If you meet the criteria of the post advertised and feel that you would enjoy working here, we hope you will make an application to join us.

We do ask that you accept, in the interests of economy, that if you have not heard from us by the interview date that you will not have been selected for interview on this occasion

**Diana Bird**  
**Principal**

## Shipley College Mission Statement

To provide the highest quality, inspirational education and training that meets and exceeds the ambitions of individuals, businesses and communities.

### OUR CORE VALUES

**Inspirational Culture of Collaboration and Partnership:** A team working closely with our stakeholders in a spirit of trust and integrity

**Aspiration, Professionalism and Achievement:** Striving for excellence in a safe, sustainable environment, while supporting all students to achieve their personal best and to progress to their next steps in work and life

**Responsiveness:** Meeting the needs and exceeding the expectations of students and employers, both locally and regionally, responding to government initiatives and our local community

**Equality and Respect:** Celebrating the diversity and inclusion of our students and staff