

Role Title:	Welding and Fabrication Trainer
Directorate:	WATA
Location:	Based at Old Houghton Road and Mobile
Reports to:	Engineering and Electrical Skills Department

Role Purpose:
<ul style="list-style-type: none"> Presenting, updating and developing courses to be delivered either at the WATA centre, in company premises or externally sourced venues
Role Accountabilities:
<ul style="list-style-type: none"> Practical and theoretical instruction to both young and adult trainees. Provide consultancy, advice and guidance to employers Train and assess delegates to achieve course objectives, both theory and practical Take all reasonable steps to ensure course material, equipment and training aids are maintained, safe and most suitable to achieve the objectives of the course programme Ensure management is made aware of any problems related to courses and facilities in general Update and develop course material, including training aids, lesson plans and timetables. Ensure the safety and welfare of all delegates at all times. Report on any absences, lateness and/or variations to the course list to the appropriate manager. Report all injuries and accidents and obtain appropriate medical assistance as soon as possible and complete appropriate documentation. Carry out invigilation duties as necessary Complete and maintain all trainees course reports, assessment forms, log books and other relevant documentation as required by awarding organisations. Ensure adequate supervision of delegates at all times Carry out any other additional duties which may be required by the line manager.
Business Impact:
<ul style="list-style-type: none"> Reporting to the Engineering and Electrical Skills Manager responsible for the continued development of the WATA offer across the Engineering Sector to include direct delivery of skills training Lead of development of Traineeships, Classroom based learning, Engineering Apprenticeship and PEO delivery
People Management/Team Leadership:
<ul style="list-style-type: none"> Management of self and support to others
Knowledge, Skills and Experience:

- Industrial Welding and Fabrication Industry background at Site Supervisor level, level 3 qualification and teacher qualification

Communication/Relationships:

- An understanding of employer needs and development of business opportunities
- Ability to engage with employer bodies and develop a curriculum which effectively meets their needs whilst conscious of commerciality
- Ability to establish a rapport with learners and ensure they are afforded every opportunity to achieve

Decision Making:

- Key responsibility for curriculum design and commercial course
- Delivery of PEO, Traineeship, Classroom based learning and Apprenticeship programmes
- Continued development of the mechanical skills area

Change Management:

- New role to be developed by the incumbent and change management refined accordingly

Key Competencies

- Maths and English GCSE grade A-C
- NVQ Level 3 in relevant trade area
- Recognised Teaching Qualification
- Good communications skills at all levels
- Good IT Skills

Special Conditions/Other Requirements:

- Some mobile working flexibility
- Regular work at WATA premises