

# **BORDERS COLLEGE**

## JOB DESCRIPTION

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<b>Job Title</b>	Rugby Development Player Programme Instructor/Assessor
<b>Post Holder</b>	
<b>Accountable To</b>	Head of Sector - Health, Care, Supported Programmes and Sport
<b>Responsible for</b>	Blended delivery and coordination of Rugby Development Player Programme
<b>Department</b>	Health, Care, Supported Programmes and Sport

<b>Overall Purpose of Job</b>
To facilitate the partnership between rugby clubs and Borders College for the successful delivery of the Rugby Development Player Programme

<b>Main Duties and Responsibilities</b>
<p><b>CORE KEY ACCOUNTABILITIES:</b></p> <p><b>Course Team Duties:</b></p> <ul style="list-style-type: none"> <li>Participate in Course Team meetings and provide feedback on issues impacting upon the student experience</li> </ul> <p><b>Guidance and Support:</b></p> <ul style="list-style-type: none"> <li>Provide support to groups of students in accordance with College procedures</li> <li>Maintain records of group student attendance and achievements</li> </ul> <p><b>Delivering Lessons:</b></p> <ul style="list-style-type: none"> <li>Requisition and/or prepare materials for lessons as specified within job outline.</li> <li>Set up workshops/tutorial areas in advance of lessons</li> <li>Provide skills demonstrations</li> <li>Interact with students to monitor knowledge and understanding</li> <li>Provide constructive feedback to learners on their performance</li> </ul> <p><b>Assessment:</b></p> <ul style="list-style-type: none"> <li>Observe and assess students practical skill levels and their knowledge and understanding as it relates to the practical activity</li> <li>Record results on assessment registers and other formal documentation such as Candidate Achievement Records</li> <li>Assess workplace performance</li> <li>Submit results to support service and where appropriate employers and/or training providers</li> </ul> <p><b>Supported Study / Skills Practice:</b></p>

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- Supervise and support learners
- Provide constructive feedback to learners on their performance
- Maintain an environment which is conducive to learning
- Support learners in the use of IT and specialist equipment

**The above mentioned duties and responsibilities represent the current situation and may change over time to reflect the changing needs and requirement of the College.**

Signed ..... Date .....  
(Staff Member)

Signed ..... Date .....  
(Line Manager)

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### PERSON SPECIFICATION

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QUALIFICATIONS	Essential or Desirable
SCQF Level 8 or equivalent work experience	E
Assessor Award L&D 9 or equivalent	D

KNOWLEDGE	Essential or Desirable
Key subject specific topics (rugby, fitness, teaching, assessment)	E
Basic IT skills (word processing, use of internet, e-mail)	E
How to form and maintain good functional relationships	D

EXPERIENCE	Essential or Desirable
Working with rugby coaches	E
Delivering of fitness/sports related programmes	E
Further Education sector	D

INTERPERSONAL SKILLS & ABILITIES	Essential or Desirable
Good communication skills with a friendly and outgoing manner	E
Hard working, well organised and flexible	E
Works well as part of a team	D

OTHER ABILITIES/QUALITIES	Essential or Desirable
Ability to travel/transport self	E
Ability to work independently but recognises when to seek advice	E
Evidence of Continuing Professional Development	D