

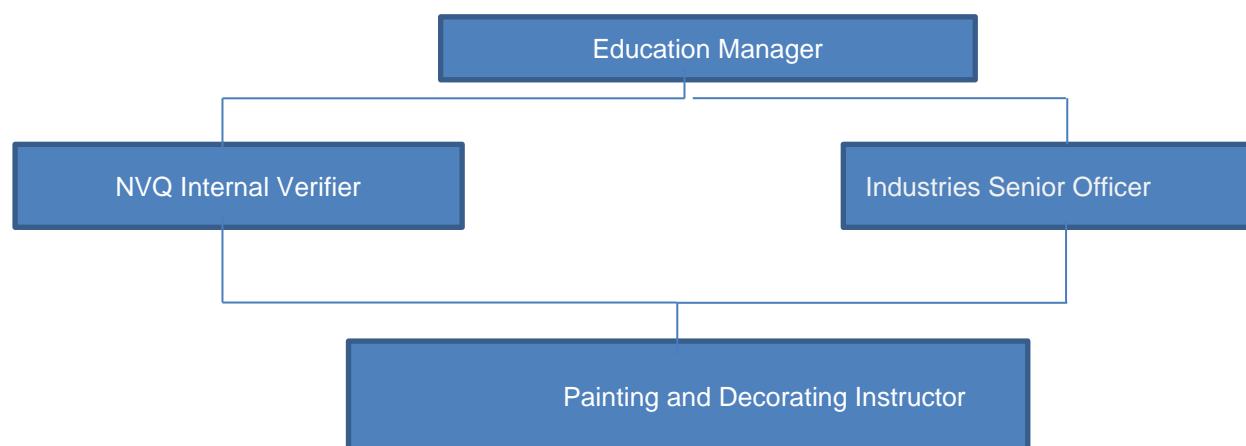
# Job Description: Painting and Decorating Instructor

Function: Education	
Position: Painting and decorating instructor	
Job holder:	
Date 21 <sup>st</sup> July 2021	
Immediate manager:	
Additional reporting line to:	[
Position location: Industries workshop 7	

## 1. Purpose of the Job –

- To be very resilient and able to cope with hard to reach and sometimes challenging learners.
- To be able challenge and motivate hard to reach and difficult learners.
- To be able to follow rules and procedures that are laid down by the Prison Service and Forest Bank

## 2. Organisation Chart



### 3. Context and main issues

- To be very knowledgeable about painting and decorating techniques and be able to demonstrate these to learners with confidence
- To be able to improve the skills of learners and make accurate assessments of their work
- To work with residents in a workshop setting using decorating pods and other facilities
- To be able to train residents to become wing painters and also refer them to Employment Advisors based at Forest Bank so that they can gain employment on release.
- To be very security conscious and be accountable for all tools used.

### 4. Main assignments

- To stretch and challenge all learners.
- To regularly test learners to demonstrate that they have retained knowledge.
- To ensure that Quality Assurance is of a very high standard and will undergo inspection by Internal verifiers, management and OFSTED.
- To instruct learners in painting and decorating and develop the provision so that they can gain accredited qualifications.

### 5. Accountabilities

- To deliver courses in painting and decorating that will encourage and motivate learners to progress from their initial starting points.
- To be able to demonstrate painting and decorating skills and techniques..
- To be able to accurately assess learner's work and give verbal and written feedback which is of a high standard and is clear to enable the learner to improve and progress.
- To be willing to teach on occasions in less traditional settings such as residential house blocks.
- To ensure that all methods taught are up to date and relevant and comply with current practices.
- To be able to complete individual learning plans, registers, progression data and class evaluation forms by given deadlines and to a high standard.
- To have a good understanding of IT software such as Power Point and Word so that lesson resources can be designed to a high standard.

### 6. Person Specification

- To have worked in the painting and decorating sector
- To have a recognised qualification in painting and decorating at level 2 or above
- To have a assessor's qualification or be willing to work towards it.
- A basic teaching qualification would also be an advantage.

**7. Competencies** – Indicate which of the Sodexo core competencies and any professional competencies that the role requires

■ Growth, Client & Customer Satisfaction / Quality of Services provided ✓	
■ Rigorous management of results ✓	■ Innovation and Change
■ Brand Notoriety	
■ Commercial Awareness	
■ Employee Engagement	
■ Learning & Development ✓	

**9. Management Approval –**

Version	1	Date	21/07/2021
Document Owner			