



Candidate Brief

**HEAD OF
ENGINEERING**
Burnley College

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JULY 2026

Introduction

Thank you for your interest in becoming the next Head of Engineering at Burnley College.

This is an exciting moment in our college's journey, and the appointment of a new Head of Engineering is the next vital step in ensuring the continued success of our College. We are a college deeply rooted in our community and committed to excellence, inclusion and opportunity for all, and we are determined to build on the strong progress we have made. On behalf of the College, I want to assure you that you would be joining an organisation with an engaged, strengthened Leadership Team, fully committed to supporting its leaders to succeed — and we are seeking someone who shares our commitment to the highest standards of quality and integrity.

Jason Faulkner

Principal and Chief Executive
Burnley College

It's an exciting time to join Burnley College. As Vice Principal, I'm looking for an exceptional leader to join our committed management team and drive the next phase of improvement with me.

We need a Head of Engineering who can provide strong strategic and operational leadership for the curriculum area, ensuring high-quality teaching, learning and student outcomes. The successful candidate will drive curriculum development, build strong partnerships with employers and industry, lead and develop staff, promote a culture of excellence and innovation, and ensure students are equipped with the technical skills, knowledge and behaviours needed for progression into higher education, apprenticeships and employment.

Our most recent Ofsted monitoring visit recognised the strong, early progress we have made, and there is more to do. You will be joining at a defining moment, and I am looking for someone passionate about building futures and changing lives, a values-driven leader who puts learners, communities and colleagues at the heart of every decision, and who will be a visible, credible presence across the college.

If you are ready to lead with purpose and deliver real impact for our students and our community, I would be delighted to hear from you.

Nina Parkin

Vice Principal
Burnley College



Burnley College

At Burnley College, we are passionate about the success of our students, and our staff are key to creating a culture of excellence. We aspire to be world-class and are nationally recognised for our specialisms.

Our mission at Burnley College is to 'Build Futures and Change Lives' through excellent education that raises aspirations and motivates our communities into employment that benefits them, as well as the economy. We achieve this through our Strategic Objectives, which are reviewed annually, and our Goals which Governors hold the college accountable to.

Burnley College is a large single campus General Further Education college (T/O £50m) located in Burnley and serving communities in Lancashire and its surrounding areas, including Cumbria, Yorkshire, Derbyshire, Greater Manchester, Cheshire and Merseyside.

The college recognises the significant role it plays in raising aspirations for, and ensuring success in, education and skills for a community where secondary educational attainment has significant challenges. There are two other further education colleges within 10 miles of the campus.

Burnley College has a strong commitment to positively building futures and changing lives through excellence in education and employment. To fulfil this promise, our curriculum is constantly evolving and tailored to address the latest labour market trends, providing learners with viable pathways to sustainable and meaningful employment. Our approach is collaborative and continuously reviewed, working closely with employers, local representative groups, local providers and other stakeholders.

We are proud to offer clear pathways, ranging from entry level to degree level, which are supported by our investment in individualised learner support, extra-curricular and "work-ready" skills and pastoral care. Our approach is founded on continued investment in our staff, facilities and capabilities, allowing the college to serve changing markets and evolving priorities continuously.

The Governing Board is effective and works extremely well with the senior management team. The basis of the relationship is mutual respect and clarity about the respective functions of the Board and the management team. The membership of the Board is balanced and inclusive to reflect the nature of the college and the community in which it operates.

The college is also working closely with University of Lancashire to align its university provision and ensure a cohesive offer for the Burnley areas. The aim is ultimately for Burnley College to primarily deliver Foundation Degrees in Burnley and for those students to progress to the University of Lancashire Burnley Campus to top up to degree level.



Strategic Objectives

- To develop mature and confident young people through excellent sixth form education with academic and vocational pathways.
- To significantly expand the local range of opportunities for university education while maintaining high standards.
- To make a significant contribution to the local and national economy through enhancing the personal growth, enterprise and employability of individuals.
- To maintain learning and teaching and all business support processes at an excellent standard.
- To promote a culture of excellence where all staff have high aspirations, positive morale and are able to grow and develop through their contributions to the college's success.
- To assure stable financial health, value for money and environmental sustainability.
- To maintain outstanding equality of opportunity.

Burnley College, 2024 – 2027 Goals

In June 2024, the Governing Board agreed nine key college goals for 2024-27 as follows:

- To achieve an excellent achievement rate with high levels of both retention and pass rates.
 - To ensure students achieve beyond their potential, evidenced by a value-added score of above +0.3.
 - To evidence innovative learning and teaching excellence demonstrated through at least 90% of Deep Dives graded at Good or better, with high levels of learning visit outcomes.
 - To achieve planned targets in respect of the major funding streams for University Education, Further Education, Commercial activities and projects.
 - To foster strong relationships with the business community by building trust and mutual respect through impactful collaborative partnerships.
 - To demonstrate an innovative utilisation of college assets and practices in order to maximise opportunities for the organisation through our people.
 - To demonstrate high levels of staff engagement, morale and support whilst maintaining a safe and secure environment as a basis for outstanding performance.
 - To achieve the college budget while demonstrating value for money and environmental sustainability.
 - To demonstrate equality of opportunity in achieving the above goals.
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Mission, Vision and Values

Mission

- Building Futures and Changing Lives: Burnley College aims to provide opportunities for individuals to improve their lives through education and training.
- Raising Aspirations: the college strives to motivate individuals to pursue their goals and reach their full potential.
- Positive Impact on the Economy: Burnley College seeks to contribute to the local and regional economy by preparing individuals for employment.

Vision

- Supportive Learning Community: Burnley College fosters a positive and inclusive environment where students feel supported and encouraged to learn.
- Celebration of Achievement: the college recognises and celebrates the accomplishments of its learners.
- Professional Development: Burnley College aims to provide opportunities for staff to develop professionally.

Values

- Openness and Honesty: transparency and integrity are fundamental to the college's interactions with students, staff and the wider community.
- Fairness and Consistency: the college ensures that all individuals are treated equitably and that policies and procedures are applied consistently.
- Mutual Support: a strong sense of community and collaboration is encouraged among students and staff.
- Rigour: Burnley College is committed to maintaining high academic standards.
- Equality and Diversity: the college values and promotes inclusivity and respect for all individuals, regardless of background.
- Loyalty: a commitment to the college and its community is fostered among students and staff.
- Innovation and Achievement and Aspiration: the college encourages creativity, innovation and a drive for excellence.

For more information, please visit: www.burnley.ac.uk



Job Description

POST TITLE: Head of Engineering
SALARY: Up to £65,946 + Market Rate
Supplement up to £5,000
per annum*

RESPONSIBLE TO: Vice Principal
RESPONSIBLE FOR: Engineering
CLOSING DATE: 12pm Wed 2 September 26
INTERVIEW DATE: Wed 9 September 26

Main Purpose of the Post

To provide effective leadership and management of staff, students, programmes, and resources to achieve recruitment targets, deliver outstanding provision, and secure excellent outcomes for learners, while upholding the College's standards of excellence.

Main Responsibilities

- 1 To provide effective leadership of relevant staff through support, communication and delegation, while effectively managing individual performance.
- 2 To assure the implementation of the College's quality management systems within the Division in order to achieve the highest standards.
- 3 To manage the admission, academic progress and associated welfare of students.
- 4 To effectively lead all aspects of curriculum.
- 5 To assure and lead on-going curriculum and programme development.
- 6 To plan, allocate and monitor resources within the Division.
- 7 To contribute to College planning processes.
- 8 To assure close and co-operative working between the Division and all other areas and functions of the College, including cross-college enrichment activities.
- 9 To assure effective liaison with outside bodies and agencies in respect of the Division's responsibilities.

- 10 To assure full compliance within the Division and more broadly across the College with key College policies, notably the Single Equality Policy, Health, Safety & Wellbeing and Safeguarding.
- 11 To carry out teaching equivalent duties for 8 hours a week.
- 12 To carry out such other duties as the Principal may reasonably require.

This job description gives an accurate outline of the duties of the post at the time it is drawn up. It is not exhaustive and other related duties may be necessary from time to time. It should be read in conjunction with other documents and will be updated annually through the College appraisal process in consultation with you.

The College as an employer is fully committed to supporting you in effective performance of all aspects of the job description.

In addition to the competitive salary, you'll benefit from:

- Membership of the Teachers' Pension Scheme.
- 35 days annual leave, plus two weeks paid leave over the Christmas closure period.

* To attract outstanding engineering professionals, this role includes a market rate supplement in addition to the advertised salary. This recognises the difference between salaries typically available in industry and those within the education sector.

The market rate supplement is a separate, discretionary, non-contractual payment. It is not pensionable, will not be subject to annual pay awards, and may be reviewed or withdrawn in line with the College's Market Rate Supplement Policy.

Person Specification

QUALIFICATIONS

	Essential (E) Desirable (D)	To be identified by:
1. Possess a degree or equivalent level qualification in any relevant area	E	Application form
2. Recognised teaching qualification	E	Application form
3. Relevant on-going professional learning and development	E	Application form
4. Possess or be willing to work towards an appropriate Health & Safety qualification within 12 months	E	Application form
5. Higher Degree	D	Application form
6. Management qualification	D	Application form
7. Management training	D	Application form

KNOWLEDGE

	Essential (E) Desirable (D)	To be identified by:
1. Thorough knowledge of the curriculum and assessment framework	E	Application form /Interview
2. Expert knowledge of the industry, its standards and requirements	D	Application form /Interview
3. National developments relevant to 14-19, apprenticeships, adult and university education	E	Application form /Interview
4. Issues of quality and standards in the College Sector including the demands of external inspection and implementing quality management processes.	E	Application form /Interview
5. Academic knowledge of 14-19, apprenticeships, adult and university education curriculum areas relevant to the Division	D	Application form /Interview
6. Awareness of Safeguarding Legislation	D	Application form /Interview

EXPERIENCE

	Essential (E) Desirable (D)	To be identified by:
1. Extensive successful teaching on appropriate Programmes in a College context	E	Application form /Interview
2. Effective leadership and management of staff	E	Application form /Interview
3. Successful curriculum development	E	Application form /Interview
4. Compliance with College systems to manage effectively e.g. quality and examinations systems	E	Application form /Interview
5. Successful management of relevant vocational, adult or university education programmes	E	Application form /Interview
6. Experience as an external examiner	D	Application form /Interview
7. Involvement in cross-college initiatives	D	Application form /Interview
8. Management of budget and resources	D	Application form /Interview
9. Successful development of commercial programmes	E	Application form /Interview

PERSONAL

	Essential (E) Desirable (D)	To be identified by:
1. Excellent communication and administrative skills	E	Interview
2. Significant experience of utilising IT both inside and outside of the classroom with a willingness to enhance IT skills if necessary	E	Interview
3. Commitment to ongoing professional development	E	Interview
4. Enthusiasm for the role of further education in building and changing lives	E	Interview
5. Commitment to College's Single Equality Policy	E	Interview

STANDARD COLLEGE REQUIREMENTS

1. Commitment to the delivery of excellent teaching and support to our students	E	Interview
2. Good teamworking skills and commitment to teamworking	E	Interview
3. The College is committed to safeguarding and expects all staff to share that commitment	E	Application Form/ Interview/DBS/ References
4. Regular and Reliable Service* (the College does not wish to appoint individuals with a high sickness record where there is no underlying medical reason)	E	References/ Occupational Health Assessment

*Note this does not affect any individual's rights under the Equality Act. The College wishes to promote the recruitment of disabled staff and would endeavour to make reasonable adjustments where practical. Disabled applicants who meet the essential criteria will be guaranteed an interview.

Terms

Remuneration

The remuneration for this post is up to £65,946 + Market Rate Supplement up to £5,000 per annum*, depending on experience

Annual Holidays

The annual leave entitlement is 35 days holiday plus bank holidays, plus a two-week efficiency break at Christmas and an extra day off at Easter.

Pension Scheme

The holder of this post will be automatically enrolled into the Teachers' Pension Scheme.

Checks

This appointment is subject to satisfactory pre-employment references, medical checks and DBS clearance.

Timeline

The following timeline is indicative and should only be used as a guide. This may be subject to change.

Process	Date
Close for Applications	12pm Wed 2 September 2026
Interviews	Wed 9 September 2026

How to Apply

If you wish to apply for this position, please complete and submit the application form available on the College's website, using the relevant job documentation to highlight how you meet the criteria detailed in the person specification.

If you'd like an informal chat about the role, you can contact Nina Parkin at nparkin@burnley.ac.uk or call 01282 733373.

Please submit your application no later than **12pm on Wed 2 September 2026**.

