

JOB DESCRIPTION

Job Title: Trainer	Grading:
Directorate: Healthcare, Social Care and First Aid	Reference:
Job Objectives: <ol style="list-style-type: none">1. To train students and to undertake associated duties.2. To engage in quality assurance and quality enhancement activities.3. To participate in staff development activities.4. To carry out administrative duties as appropriate.5. To undertake other reasonable duties that may be delegated from time to time by the Line Manager.	
Reporting to: UNITED Head of Curriculum	
Reporting to the position: None.	
Interface with: Students, staff, employers and external agencies.	
Approved by: HOC	Date: February 2026
Signature of Post Holder:	Date:

Duties and Responsibilities:

1. To train students and to undertake associated duties.
 - (a) To provide support to students.
 - (b) To train students in all aspects of moving and assisting
 - (c) To train and support college students from a variety of courses as appropriate.
 - (d) To help prepare any relevant assessment materials in conjunction with relevant staff.
 - (e) To develop supplementary learning materials as appropriate.
 - (f) To administer and mark relevant tests as required and according to relevant assessment regulations.
2. To engage in quality assurance and quality enhancement activities.
 - (a) To participate in the monitoring of student satisfaction
 - (b) To participate in the development and review of relevant courses.
 - (c) To contribute to Self-Evaluations.
3. To participate in staff development activities.
 - (a) To participate in the College's Staff Development and Career Review system.
 - (b) To participate in workshops introducing new training materials.
 - (c) To familiarise and keep up-to-date with relevant training materials.

4. To carry out administrative duties as appropriate.
 - (a) To deal with student enquiries.
 - (b) To support Supply Trainers and/or other visiting staff.
 - (c) To assist in relevant promotional activities.
 - (d) To assist Line Manager and external stakeholders in identifying new training opportunities.
5. To undertake other reasonable duties that may be delegated from time to time by the Line Manager.