

Information sheet 003: Training to teach in the FE sector in Scotland

Students in the FE sector in Scotland might be learning in any of the following environments:

Further Education Colleges (FECs)
Higher Education Institutions/Universities (HEIs)
Community learning and development centres
Community spaces
Places of work
Private training organisations

Their learning will be directed by lecturers, trainers, tutors, assessors and Adult learning workers. This information sheet deals with the professional qualifications needed by these specialists if they are involved in publicly funded provision in Scotland.

Specific information is given as follows:

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Please note that the qualifications framework in Scotland is different from those in England, Northern Ireland, and Wales. Please contact the Information and Advice team if you want information about the qualifications in any of these other parts of the UK.

1) Lecturers, trainers and tutors

Teaching qualifications are not yet a mandatory requirement for college lecturers in Scotland. However, in 2007 the Scottish Government made specific recommendations to the sector as follows:

- All permanent full-time lecturers should be required to gain a teaching qualification in further education [TQ(FE)] within three years of taking up appointment;
- All permanent part-time lecturers should be required to gain a TQ(FE) within five years of taking up post;

- All temporary lecturers whose contract lasts for at least an academic year and includes nine or more hours of class contact each week should be required to complete the *Advanced Diploma: Teaching in Further Education: An Introduction*; and
- Where colleges use contracts which last for less than an academic year or where a lecturer is contracted to more than one college, a temporary lecturer whose contracts include a total of 360 or more hours of class contact time should also be required to complete the *Advanced Diploma: Teaching in Further Education: An Introduction*.

The Professional Learning and Development Forum for College staff (PLDF) has responsibility for promoting a culture of professionalism and appropriate learning opportunities for all college sector staff with the ultimate aim of enhancing the student learning experience. It also facilitates and enhances the training and continuing professional development of lecturing staff in Scotland through the approval of the provision of high quality units of initial teacher training and continuing professional development which meet the needs of the individual and the profession.

For more information on the PLDF and Scottish universities accredited to deliver the TQ(FE) and associated qualifications visit their website - <http://www.pldfscotland.ac.uk/>

2) Adult Literacy, Numeracy (ALN) and English for Speakers of Other Languages (ESOL) Tutors

Responsibility for Adult Literacy and Numeracy and English for Speakers of Other Languages sits within the Scottish Government's Lifelong Learning Directorate. The Scottish Government's Adult ESOL strategy was published in March 2007. A Scottish ESOL website was launched on 4 February 2008 and includes the latest information on:

- the adult ESOL strategy for Scotland;
- the new National ESOL Panel;
- ESOL courses across Scotland;
- professional development opportunities for ESOL practitioners;
- a resources databank; and
- Contact details for community learning and development partnerships.

Further information is available from - <http://www.esolscotland.com>

Details of current qualifications available for ESOL tutors are available from The Scottish Qualifications Authority (SQA) <http://www.sqa.org.uk/sqa/41278.html> and you can refer to CLD Standards Council for Scotland for approved courses:

http://www.cldstandardscouncil.org.uk/Approval_of_training/Approved_training_programmes

The Scottish Government's publication "Progress in Adult Literacy and Numeracy in Scotland 2008 – 2009" reports that the *Teaching Qualification: Adult Literacies* (TQAL) entered a new phase of development in 2008 with 52 adult literacies tutors from across Scotland accessing either the *Diploma in Higher Education (Adult Literacies)* at Forth Valley College or the *Professional Graduate Diploma in Education (Adult Literacies)* at Dundee, Aberdeen or Strathclyde Universities.

Education Scotland supports adult learning practitioners across Scotland to develop effective and innovative learning and approaches to help adults develop their skills in the right setting for them. You can find further information on their website at:

<http://www.educationscotland.gov.uk/communitylearninganddevelopment/adultlearning/index.asp>

Details of current qualifications available for ALN tutors are available from The Scottish Qualifications Authority (SQA) <http://www.sqa.org.uk/sqa/41278.html> and you can refer to CLD Standards Council for Scotland for approved courses:

http://www.cldstandardscouncil.org.uk/Approval_of_training/Approved_training_programmes

3) Assessors

If your work involves the assessment of students following SVQ courses, you will need to gain an assessor award in addition to the relevant professional qualification as a lecturer, trainer or tutor outlined above. SQA recently announced changes to assessor and verifier qualifications as follows:

“Assessor and Verifier Competence

SQA Accreditation approved the LSIS (formerly LLUK) Learning and Development SVQs and Units in October 2010 and awarding bodies can now seek accreditation for these. The SVQs and Units are derived from the Learning and Development NOS which were approved by the UK NOS Panel in March 2010.

Those Assessors and Verifiers who currently hold **D or A and V Units** are still considered to be qualified Assessors and External/Internal Verifiers and are not required to undertake the new Units or SVQs. Any new assessors, internal verifiers and/or external verifiers should undertake the Learning and Development Units which are based on the new NOS (see below).

The A and V stand-alone Units have been replaced by the following Learning and Development (L and D) Units:

- Learning and Development Unit 9D - Assess workplace competence using direct methods – replacing Unit A2
- Learning and Development Unit 9DI – Assess workplace competences using direct and indirect methods – replacing Units A1/2
- Learning and Development Unit 11 – Internal Quality Assurance – replaces V1 and D34
- Learning and Development Unit 12 – External Quality Assurance – replaces V2 and D35

In addition to accrediting either the full SVQ or the relevant SVQ Units, we are happy to accept other Assessor/Verifier qualifications for accreditation provided that the qualification can be shown to cover the NOS as above.

For the purposes of quality assurance in centres, we will also accept Assessor/Verifier qualifications which have been accredited by Ofqual where the qualifications are based on the above Learning and Development NOS”. For more information check out the SQA website at:

<http://www.sqa.org.uk/sqa/45510.html>

4) Higher Education/University lecturers

There is currently no legal requirement for university lecturers to hold a teaching qualification. Instead, universities usually seek recruits who have a higher degree in their particular subject plus successful research experience or extensive professional/commercial experience, where relevant. If you intend to become a lecturer on a lecturer education programme, it is likely that you will be required to gain a teaching qualification.

The majority of universities offer in-house development programmes for new lecturers. These courses are accredited by the Higher Education Academy (HEA) - the professional body for higher education staff involved in teaching and supporting learning in the UK. These are benchmarked against the UK Professional Standards Framework (UKPSF) for teaching and supporting learning, a flexible framework which uses a descriptor-based approach to professional standards. The framework provides a reference point for institutions and individuals as well as supporting ongoing development within any one standard descriptor. The framework was developed by the Academy on behalf of Universities UK (UUK), GuildHE and the four UK higher education funding councils after extensive consultation with the sector. They recognise the diversity of institutions and enable a sector owned approach to learning and teaching standards. For more information on the Framework visit:

<http://www.heacademy.ac.uk/ourwork/universitiesandcolleges/accreditation/ukpsf>

For further information on training to teach in HE please ask for our HE information sheet.

5) Funding and student support for courses

Details of funding arrangements and courses information for Scotland is available from the Student Awards Agency for Scotland website - <http://www.saas.gov.uk/>

6) Applying for a vacant post

Will employers expect me to have a teaching qualification?

Employers normally provide a Person Specification in their application packs. This Person Specification will tell you whether possession of a teaching qualification is a desirable criterion or an essential criterion in the selection process.

Offers of employment will stipulate what arrangements are in place for acquiring a TQ(FE) or related qualification

Where do employers advertise vacancies?

Employers often place advertisements in the local press, especially if these are for part-time posts.

Work-based learning providers usually advertise vacancies in the relevant professional or trade journals. The Scottish Training Federation also advertises so check their website at <http://www.stf.org.uk/>

All colleges and most community learning and development centres advertise full-time vacancies in The Times Educational Supplement Scotland. This is published on Fridays and is available through most newsagents and in public libraries. These job advertisements are also available on the associated website at www.tesjobs.co.uk for three weeks after their first appearance. Scotland's Colleges also advertises college vacancies so check their website at <http://www.scotlandscolleges.ac.uk/scotlandscolleges/vacancies/>

Universities and some colleges advertise full-time vacancies in the Friday editions of The Scotsman, (also on their website <http://thescotzman.scotsman.com/>) and The Herald, (also on their website <http://www.theherald.co.uk/>.) University vacancies are also advertised in www.jobs.ac.uk. Further education posts are also advertised on www.fecareers.co.uk

How much could I earn?

There are no nationally agreed pay scales for lecturers in colleges in Scotland. National bargaining in further education was removed in 1994 and, since then, salaries and conditions of service have been negotiated separately for each of Scotland's 41 colleges. As a guide, salaries range between £23,000 and £33,000 per annum. There is a single UK wide pay scale in operation for all staff in the higher education sector. Salaries for lecturers are determined by national negotiation. Salaries for a lecturer range from £32,000 to £37,000. Placement on the spine is determined on appointment. For up to date information on salaries in higher education visit the Universities and Colleges Employers Association website: <http://www.ucea.ac.uk/>

This information was accurate at the time it was sent. Updates will be made as new information is received.