

Job Description

Job Title:	Apprenticeship Manager – Engineering and Professional Construction
Responsible To:	Head of Engineering, Manufacturing and Professional Construction
Line Management of other staff:	Yes
Location:	Colchester / Braintree
Salary:	£47,443 - £48,713 per annum (including Skill Supplement) Plus, Introductory Bonus worth £5,000 Upon Successful Completion of Probationary Period
Date of last review:	April 2025

Job Title: Apprenticeship Manager – Engineering

Colchester Institute is seeking an innovative and future-oriented individual to lead and support the development and delivery of a diverse, high-quality, and efficient curriculum that blends both classroom learning and practical, hands-on experience. The role focuses on a wide range of apprenticeship and commercial courses in areas such as Engineering, Welding and Fabrication, Manufacturing, Renewable Technologies (Electrical) and Professional Construction.

About the Role:

This is an exciting opportunity to lead and shape the future of apprenticeships in Engineering and Professional Construction. You will oversee and deliver a high-quality curriculum across Levels 2 to 6, meeting the growing demand for skilled talent in these industries.

Leading a team of lecturers and support staff, you'll drive innovation and respond to emerging technologies, regional skills shortages, and net-zero goals. Your leadership will support key local infrastructure projects that are essential for the future workforce.

Colchester Institute offers cutting-edge Engineering and Manufacturing facilities, with nine practical workshops across the Colchester and Braintree campuses. You'll coordinate across both campuses to ensure seamless delivery of training and development in a state-of-the-art environment.

You will also build on strong relationships with major employers, including blue-chip companies. By enhancing the learner experience and supporting regional projects, you will help meet workforce needs and inspire the next generation to benefit from the wealth of employment opportunities now and in the future within this sector.

Essential Requirements:

- Education to Level 5 or above and/or a professional qualification in an Engineering related subject.
- Minimum of Level 2 qualification in English and Mathematics: GCSE 4+ or equivalent
- Level 3 or above Teaching Qualification with the willingness to achieve a higher-level teaching qualification within the first three years.
- Assessor/Verifier Awards OR completion within 1 year of employment

Essential Experience:

- Significant knowledge and experience of current practices, innovations, delivery and funding methodologies in apprenticeship courses.
- Evidence of the effective planning of curriculum to meet and maximise apprenticeship funding opportunities to best service learners' and employers' needs.
- Experience of managing quality systems.
- Extensive experience of working and communicating with businesses and employers to a high standard of customer care.

If you meet the essential requirements criteria listed in this overview and are passionate about shaping the future of the engineering and construction workforce, please contact our People & Culture team on jobline@colchester.ac.uk or call 01206 583360. Only those who meet our essential criteria will be considered for this opening.

Colchester Institute is actively committed to building a diverse workforce and we wish to inspire young women to take up roles in disciplines and industries that have more commonly been taken up by males. To increase female participation on all our STEM courses and apprenticeships we wish to reflect this in our talented and committed staff team.

We do not engage with recruitment or search agencies unless they have been officially contracted in line with our PSL. Applicants are encouraged to apply directly to us and should not be persuaded to go through an agency. The Colchester Institute will not accept agency fees for recruitment activities unless there is an active engagement linked to a specific role that has been agreed upon in advance. We will not pay fees associated with CVs or applicants sent to the College by agencies on a speculative basis or in response to our advertisements. Agencies should refrain from sending CVs to College staff on a speculative basis. The College will initiate contact with agencies via our People & Culture team if we require assistance with a vacancy Email your contact details and pitch to jobline@colchester.ac.uk.

Additional Information

Colchester Institute is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

We strive to be an Equal Opportunities employer. All applicants who are offered employment will be subject to a Criminal Records check from the Disclosure and Barring Service.

Please note: Internal applicants are ineligible for the Skill Supplements and Introductory Initial Payment. External applicants will be eligible to receive this after successfully completing a 3-month probationary period.

Please visit our website www.colchester.ac.uk to obtain further details about the College.