

# APPRENTICESHIP PRACTITIONER - HAIR



## About Us

ISA is a friendly, enthusiastic and passionate company who believe in quality and providing a great service for our learners, employers and staff.

We like to look for new ideas and ways to improve what we do and how we do it. We invest in our staff and have a great team who believe in our ability to **I**nspire, **S**ucceed and **A**maze.

## What we expect from you

We are looking for a team member who is highly motivated, committed and enthusiastic about what they do and how they do it. We need you to be resilient, super organized and confident making your own decisions. We expect you to inspire others and make a positive impact on those around you.

If you enjoy getting the best out of others and can **I**nspire, **S**ucceed and **A**maze, then apply to join our team.

## About the role

Our Apprenticeship Practitioners are key to the success of our apprentices learning journey. You must be enthusiastic and passionate about your vocational area. Being able to share your skills and develop others alongside maintaining a positive relationship with the apprentice and employer is of utmost importance. You will be field based and be responsible for recruiting and maintaining a caseload of learners as well as supporting learner achievement, success and progression. You will teach, assess and record all aspects of the vocational route using e-portfolios and learner journeys, creating a bespoke programme for each apprentice and their employer.

## What we offer

We offer a competitive salary, training and mentoring support to enable you to fulfill these duties. Additional benefits include:

- 35 days Annual Holiday Entitlement (20 days Annual Leave, 8 days Bank Holidays, 7 additional ISA Days pro rata)
- Contributory Pension Scheme
- Flexible working scheme
- Laptop
- Smartphone
- Mileage allowance scheme

## Interested?

Send your CV with a covering letter detailing why you are suitable for the post to:  
[recruitment@isatraining.co.uk](mailto:recruitment@isatraining.co.uk)

## Details of Job

<b>Vacancy</b>	Apprenticeship Practitioner - Hair
<b>Salary</b>	£20,961.44 PA
<b>Term</b>	Full time, Permanent
<b>Location</b>	Field based. South East Wales.
<b>Closing date</b>	

## Areas of Responsibility

- Plan and deliver Apprenticeship programmes according to relevant Awarding Organisations, funding and organisational requirements
- Plan and deliver workshops or 'off-the job' training sessions where necessary to provide effective teaching and learning opportunities to fulfil requirements of the programme
- Prepare and develop resources to support delivery of the learning programme
- Provide support, information and guidance to learners through a coaching model
- Completion of monthly learner progress reviews and target setting
- Track learner progression and assess achievement to ensure timely completion of programmes
- Support, deliver and develop learners awareness and skills in areas including literacy, numeracy, digital literacy, employability, Welsh Language and sustainability
- Support contract, quality and compliance requirements to ensure attainment, recruitment and caseload targets are met
- Contribute, support and comply with all contract requirements and corporate strategies including but not restricted to: Health & Safety Code of Practice, Contract & Audit requirements, Awarding Body requirements, Information Security Requirements, Safeguarding

## Experience & Skills

### Essential

- NVQ level 3 in hairdressing
- 3 years occupational experience
- Assessing and/or verifying qualification (eg A1/V1/TAQA/TIQA)
- Must be a registered practitioner with the EWC (from 1<sup>st</sup> April 2017)
- Attention to detail and organisational skills
- Self-motivated and good communication skills
- Driving license and own car
- State registered

## Desirable

- Barbering NVQ Level 3
- PGCE or equivalent
- Coaching qualification
- Knowledge of delivery of ESQ/Functional Skills
- Knowledge of funded apprenticeships
- Good IT Skills
- Ability to speak Welsh