

# SENIP Foundation Degree Officer Job Description & Person Specification

**Nov 2023**

**Degree officer, Special Educational Needs and Inclusive Practice, The Reach Foundation**

**Location:** Reach Foundation, TW13 4AU

**Salary:** SENIP Degree Officer @ Band B £33,600 FTE

**Contract:** 0.5 FTE (approx. 2.5 days per week), term time only

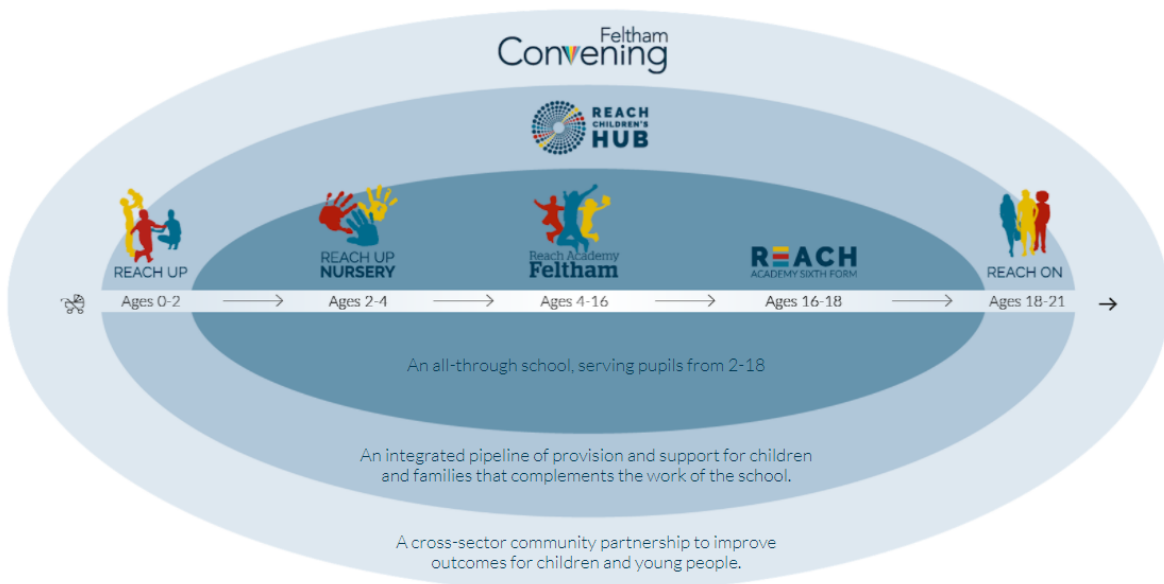
**Position reports to:** SENIP Degree Lead

**Start Date:** As soon as possible

## Introduction to the Reach Foundation

The Reach Foundation is a charitable organisation providing cradle-to-career support to families in order to ensure every child can enjoy a life of choice and opportunity. The Foundation's activities consist of:

- [Reach Academy Feltham](#), an Outstanding all-through school educating 900 pupils aged 2-18
- The [Reach Children's Hub](#), providing cradle-to-career support and services to parents and their children (aged 0-21+)
- The [Feltham Convening Partnership](#), a collective impact initiative to improve outcomes for children and young people (CYP) across the community
- [Reach Training](#), a series of networks, opportunities and resources to share our learning more widely across the UK.



## We believe that every child should be able to live a life of choice and opportunity

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### The core outcomes we aim to achieve for children and young people:

(based on international research evidence, our local community consultation, and discussion with academic and profession experts from Education, Educational Psychology, Health, Early Years and Social Sciences)



#### Be safe and well supported

Children and young people are free from harm and know how to keep themselves safe.

They are well-supported at home.



#### Be healthy

Children and young people are physically, socially and emotionally healthy.



#### Achieve well academically

Children and young people achieve good academic results and leave school prepared for the next stage.

Families are actively involved in their education.



#### Build strong relationships and social networks

Children and young people have strong peer and familial relationships and engage positively with their local community.

## Position summary

We are seeking to recruit an experienced practitioner with expertise in Special Educational Needs, who shares our passion for developing professional and leadership capacity across the sector, locally in Feltham. We plan to do this by:

- Delivering Kingston University's **Special Educational Needs and Inclusive Practice (SENIP) foundation degree** course: a 2-year, work-based degree for practitioners looking to deepen their knowledge and open more opportunities for career progression.
- Setting up a **Special Educational Needs Network**, which will bring together local practitioners (building on the existing Feltham Convening Partnership SEN Working Group): offer free training to practitioners and seek to raise awareness/galvanise the provision for all SEND students locally.

Following on from the successful work to build up the Early Years Network and Kingston University's Early Years Foundation degree provision in Feltham, this is an exciting opportunity to create a new teaching team with responsibility for developing a high quality SEND careers development pathway. The SENIP team will be able to use the wealth of experience gained by the Early Careers team to accelerate the SENIP model. The Degree Officer's main focus would be delivering the degree course, as well as supporting the SENIP Degree Lead with the wider development pipeline offer.

## Outcomes

- Teach and support students to successfully complete the SENIP Foundation Degree course
- Act as a core member of the SENIP Practice team to ensure successful implementation of the workforce development pipeline offer
- Fulfil your role in-line with the vision, values and principles of the Foundation in order to ensure children and young people can enjoy lives of choice and opportunity.

## Responsibilities

We are going to start delivering the SENIP Foundation degree course in September 2023 and are also recruiting a SENIP Degree Lead to start as soon as possible, in preparation for the course beginning in September.

The role of Degree Officer will vary and evolve as the degree course and our wider workforce development pipeline grow through different developmental phases. The responsibilities outlined below are therefore not exclusive and are intended to give examples of the expected areas of work for the Degree Officer:

- Support the SENIP team to deliver, teach and lead on the SENIP Foundation Degree
- Contribute to the administration related to the SENIP Foundation Degree as appropriate to experience
- Contribute to the planning of online materials for distance learning purposes
- Set, assess and moderate work as required
- Act as an academic advisor for groups of students and as a personal tutor to individuals
- Attend Kingston University meetings as required e.g. Assessment Boards, moderation and training
- Participate in Open Days and recruitment of potential students
- Contribute to marketing and publicity of the degree across the community
- Support with the planning and implementation of other activities across the EY workforce development pipeline e.g. the Early Years Network, apprenticeships
- Work in accordance with the Reach Foundation and Kingston University Equal Opportunities Policies

## Person specification

### Qualifications & experience:

#### **Essential criteria:**

- A good first degree in a relevant subject
- A postgraduate degree in a relevant area
- Up-to-date knowledge of current developments in the field of special education in the UK and more widely

#### **Desirable criteria:**

- Qualified Teacher status
- A SEND-related professional qualification
- Recent successful experience of lecturing, work or research in special needs education or policy setting.
- Experience of working with students within a Higher Education or Further Education setting.
- Experience in the area of continuing professional development, advisory work or in higher education.
- A Level 4 IQA qualification

### **Skills & experience**

#### **Essential criteria:**

- Strong communication skills.
- Strong IT skills. For example, confidence using Zoom and planning lectures using Microsoft PPT.
- Ability to convey ideas to students from a wide range of backgrounds and with very diverse experiences.
- Ability to offer support to students from a wide range of backgrounds, many needing academic support.
- Ability to contribute to curriculum planning and development in Higher Education.
- Ability to work with and contribute to teams within the Reach Foundation and Kingston University.
- Commitment to and understanding of equal opportunities issues within a diverse and multicultural environment.
- Willingness to engage with Kingston University-wide activities such as Open Days and Clearing.

#### **Desired criteria:**

- Experience teaching adults would be desirable.
- Knowledge of a wide range of services, research, and individuals within the world of special needs education in England.

## **Apply now**

Please complete an online [application form](#). Prospective applicants are encouraged to contact James Foreman if you have any questions: [mei.lim@reachfoundation.org.uk](mailto:mei.lim@reachfoundation.org.uk)

More information on the Reach Foundation can be found on our [website](#).