Due to recent expansion, Ozford College of Business is looking for outstanding VET Commercial Cookery / Hospitality Trainers for the Certificate III, Certificate IV and Diploma.

If you are suitably qualified for kitchen and theory training, have current industry experience and are eligible to work in Australia, we would like to hear from you. The position commences on 3rd October 2016.

VET trainers are responsible for teaching and assessment of students in their course area. They will also be responsible for curriculum development, delivery, recording and submitting assessments of student work each term.

**Position responsibilities include:**

**Daily Organisation**

- Demonstrate effective teaching practices;
- Setting and assessment of regular homework;
- Formal reporting of student results each term;
- Responsible for effective communication between staff and students;

**Delivery**

- Delivery of current qualifications according to the Training Package in course area;
- Implementing and self-managing curriculum review on a regular basis;
- Ensuring the efficient and effective delivery of curriculum;
- Ongoing professional development in course area;
- Submitting and verifying assessments in a timely manner.

**Student Management**

- Ensuring student academic performance is maximised and building a positive rapport with students;
- Monitoring student academic performance closely and making recommendations to the Coordinator;
- Implementing student polices outlined by Ozford College;
- Familiarising yourself with the appropriate forms for student management.

**QUALIFICATIONS REQUIRED:**

- Degree or at least qualified to one level higher than qualification being taught;
- Certificate IV in Training and Assessment;
- A minimum of 2 years current industry experience and 2 years of VET teaching experience;
- Working with Children Check.

**To be successful in this role you must be able to:**

- Demonstrate current industry experience;
- Demonstrate effective teaching practice and VET knowledge
- Communicate with the VET Coordinator for monitoring of student progress;
- Carry out necessary procedures to meet various audit and regulatory requirements such as ASQA, ESOS, AQF.
EXPERIENCE/KNOWLEDGE/SKILLS REQUIRED:

- Ability to engage students whilst delivering face to face training with attention to quality service and the principles of respect and dignity;
- Ability to relate to international students;
- Ability and willingness to understand and comply with Ozford Policies and Procedures;
- Ability and willingness to work within the workplace team;
- Willingness to continue to develop skills through workplace and industry staff development and training.

To apply, email your resume to recruitment@ozford.edu.au.

Please note that only short listed applicants will be contacted.

You will be asked the following questions when you apply:

- How many years’ experience do you have in a similar role?
- When are you available to start?
- What days are you available to work?
- Do you have a relevant degree or tertiary qualification?
- Rate your skill level using Microsoft Office products