

Variable Hours Lecturer Roles

Thank you for showing interest in Peterborough Regional College (PRC). At PRC we have over 700 employees in a wide range of roles across the College. Our diverse workforce includes Lecturers, Technician and Assessors who support our curriculum provision. A key part of our curriculum workforce is our Variable Hours Lecturers. This group of staff compliment our full and part time workforce to support our student delivery.

What hours will I work?

All our variable hours lecturers are employed on a zero hours contract. Individual curriculum areas will look to agreeing, where possible, a timetable of hours with their Variable Hours Lecturer team of staff on an annual basis. Hours will vary depending on curriculum and student demand.

Where possible we will identify what hours are available per week on the advert. If you want to find out more about the hours on offer prior to applying for the role please contact the relevant Academy Manager for the area or alternatively contact the HR Team on 01733 762222 or email hresources@peterborough.ac.uk.

What will this role include?

As a variable hours tutor your duties will include:

- preparation of learning materials and assignments
- delivery to students
- student assessment
- marking of work
- personal professional development
- supporting student enrolment
- attending parents evenings

How will I be paid?

Due to the flexible nature of hours to be worked all staff on zero hours contracts are paid a month in arrears. Hours are claimed on a timesheet by the 7th of the following month for payment that month. So for example all hours worked in October should be claimed via the timesheet by the 7th November for payment on the 30th November. All timesheets need to be with HR by the 7th so you will need to complete and send to your line manager for authorisation by the 3rd of the month to ensure payment can be made.

The currently hourly rate for lecturers is:

- £13.32 for Pre-qualified lecturers
- £14.58 for Qualified lecturers (level 5 DTTLS or above)

For each hour taught within FE at PRC, 30 minutes preparation time can be claimed. As the contract is zero hours an additional payment of 0.237 is paid to cover the payment of annual leave on hours worked.

So for example if you deliver a 3 hour lecturer you are paid as follows:

Non-qualified teaching rate

Action	Time	Payment Amount
teaching time	3 hours	£39.96
preparation time	1½ hours	£19.98
annual leave	4 ½ hours	£14.22
Total amount paid for 3 hour lecturer		£74.16

Qualified teaching rate

Action	Time	Payment Amount
teaching time	3 hours	£43.74
preparation time	1½ hours	£21.87
annual leave	4 ½ hours	£15.57
Total amount paid for 3 hour lecturer		£81.18

For HE teaching at UCP the preparation time is increased to 50 minutes for each hour taught. So for example if you deliver a 3 hour lecturer you are paid as follows:

Qualified teaching rate

Action	Time	Payment Amount
teaching time	3 hours	£43.74
preparation time	2½ hours	£36.45
annual leave	5 ½ hours	£19.03
Total amount paid for 3 hour lecturer		£99.22

Annual leave

The payment for annual leave is rolled up into your hourly rate so will be paid to you on each timesheet claim made.

Meeting rate

You will be asked to attend events such as safeguarding updates and for this you will be paid a meeting rate of £8.21.

Will I be supported in achieving my teaching qualifications?

If you teach for more than 100 hours per academic year you will be supported in obtaining your level 5 teaching qualifications. The College provide this training in house and will fund 50% of the cost of the course.