

Adult Education Director

Salary: DR1 £45,564 to DR8 £52,209
Basis: Full time
Contract Type: Permanent
Contractual Hours: 37 hours per week
Annual Leave: 55 days including 8 bank holidays to be used during the school holidays

About the Role

We are seeking an experienced and inspirational Further Education leader to provide strategic and operational leadership for the College's adult education and employability provision. The postholder will lead high quality accredited and non-accredited programmes, ensuring excellent learner outcomes, strong compliance, and progression into employment, further learning, and higher-level skills.

The role also oversees Aspire to Be, the College's adult employability service, ensuring contractual performance, quality standards, and positive employment outcomes. Working closely with the Principal and senior leadership team, the Director will drive continuous improvement, develop employer and stakeholder partnerships, and support the delivery of The Carr Fenton Foundation Strategic Plan 2025—2030, placing learner success and community impact at the heart of all provision.

Key Responsibilities

- Provide senior leadership for adult education provision including the Aspire to Be service, ensuring alignment with the College's vision, strategic plan and inclusive SEND ethos.
- Contribute fully as a member of the College SMT, supporting whole-college quality, performance and strategic decision-making.
- Lead the development of adult education pathways that respond to learner needs, employer demand and local labour market priorities, ensuring clear progression routes into employment, apprenticeships or further learning.
- Ensure that the adult education provision and the employment service align with strategic needs in Doncaster and South Yorkshire
- Provide direct line management of the Aspire to Be work team, ensuring staff are effectively supported, performance-managed and aligned with college quality expectations. Ensure Aspire to Be activity is fully integrated within college systems and quality processes. Lead and support adult education

managers, curriculum leads and delivery teams, promoting a culture of accountability, collaboration, inclusion and professional development.

- Lead the strategic relationship with South Yorkshire Mayoral Combined Authority in relation to devolved adult skills funding.
- Ensure provision aligns with regional skills priorities and labour market intelligence.
- Oversee delivery of SYMCA-funded and Local Authority programmes including Adult Skills Fund, Pathways to Work, Free Courses for Jobs, Skills Bootcamps and tailored learning.
- Represent the Foundation at regional skills and employability forums.
- Manage adult education budgets within agreed allocations, ensuring sustainability and compliance.
- Identify and manage risks associated with delivery, staffing or funding changes, escalating appropriately through college governance structures.
- Contribute to College business planning, growth cases and funding negotiations relating to adult education provision.

For a full list of responsibilities please see the job description.

Can you demonstrate:

- Degree level qualification or equivalent professional experience in education, skills, employability or a related field
- Evidence of continued professional development relevant to adult education, quality or leadership
- Significant senior leadership or management experience within a college, training provider or adult education setting
- Experience of working as part of a senior leadership or management team with accountability for quality and performance
- Proven ability to lead, influence and manage change within complex organisations
- Strong understanding of adult education, including both accredited and non-accredited learning
- Experience of designing or overseeing provision that prepares learners for employment, the everyday economy and independent participation

Please refer to the person specification for a full list of specific qualifications, experience, skills and values that are required for the role.

Staff Benefits:

- Contributory Pension
- Great CPD opportunities including free sign language classes
- Free onsite parking
- Free use of onsite gym

- Discounted childcare at the onsite Little Learners Day Nursery
- Westfield Health Cash Plan including — Doctorline — (24/7 access to a GP), dental, optical and prescription claims and much more (funded by employer)

For a job description and application form please visit our careers page at www.thecarrfentonfoundation.org.uk/careers/

Please note that on the application form we need your full education and employment history from leaving secondary school up to current date. We do not accept CV applications.

Closing date for applications: 31st August 2026

Interviews to be held: 11th September 2026

Yorkshire Rose College — Doncaster, Leger Way, Doncaster, DN2 6AY,

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

Applicants will be required to undergo child protection screening appropriate to the post, including checks with past employers and the Disclosure and Barring Service (DBS). The Foundation may carry out online searches on shortlisted applicants and all applicants will be required to provide details of their online profile, including social media accounts, as part of their application.

The post is exempt from the Rehabilitation of Offenders Act 1974. The Foundation is therefore permitted to ask job applicants to declare all convictions and cautions on a self-declaration form in advance of attending an interview (including those which are "spent" unless they are "protected" under the DBS filtering rules) in order to assess their suitability to work with children.

We are committed to making our recruitment practices as inclusive as possible for everyone. We are committed to promoting equality and diversity and developing a culture that values differences, recognising that employees from a variety of backgrounds bring important and positive contributions to the workplace.