Colchester Institute

Recruitment Pack



Transforming Lives


Fire exit



Welcome



Colchester Institute is more than just a place to work - it's a place to thrive. We offer a welcoming and exciting community where ambition, honesty, respect, and inclusivity shape everything we do. As a community, we're passionate about making a real difference to the lives of young people and adults, helping them achieve their potential through professional and technical education and training.

Our friendly workforce is united by a shared purpose: Transforming Lives. Every day our students are gaining the skills, knowledge and experiences that will help them to succeed in life and in their future careers.



So if you're looking for a rewarding role in an organisation that values people and strives to provide 'a fantastic workplace', Colchester Institute could be the perfect fit for you. But don't just take my word for it, view the testimonies of some of **our staff** - who are delighted they made the leap into the rewarding world of Further Education and Skills.

Alison Andreas,
Principal and Chief Executive

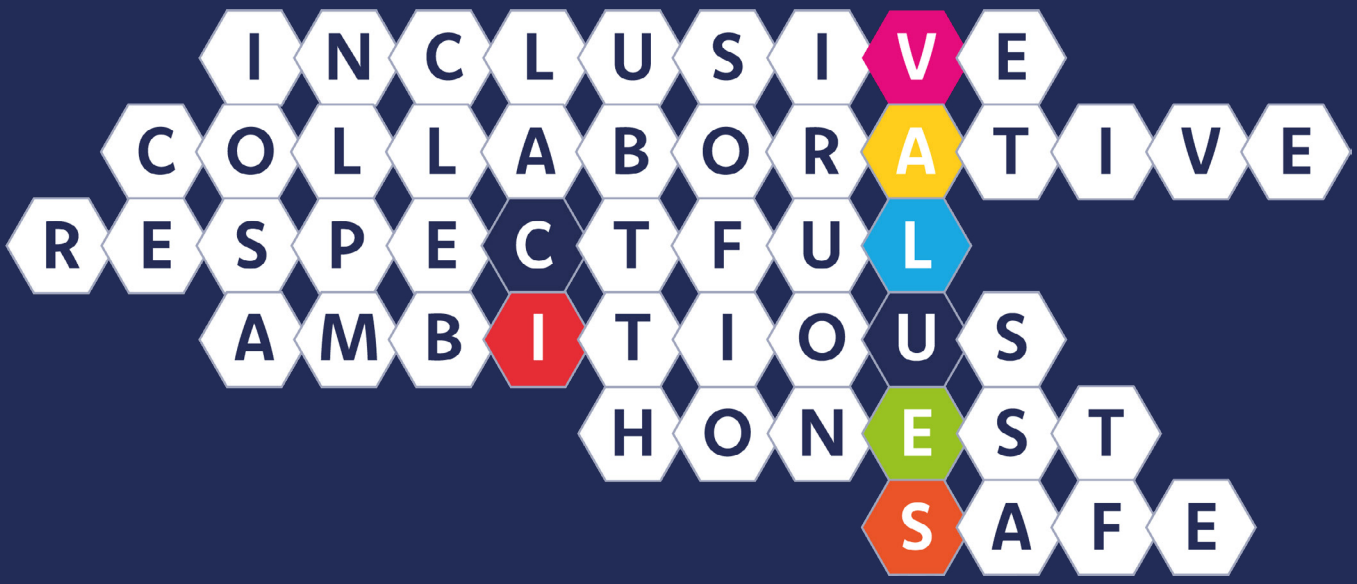
Our Vision

To be a vibrant, sustainable college, exceeding the expectations of all those we serve

Our Mission

To support our local communities and to transform lives through the development of technical, professional and personal knowledge and skills

Our Values



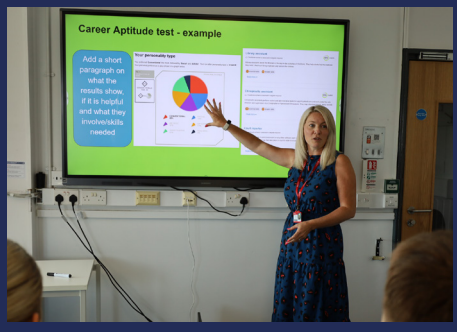














About Colchester Institute

Colchester Institute has been part of the community since 1885, when the Albert School of Art and Design first opened on Colchester High Street. Over the years, it has grown and developed, moving to North Hill by 1912, and later, in 1954, opening the first buildings of the North-East Essex Technical College and School of Art at Sheepen Road. A key milestone came in 1976 when the college merged with St Osyth College of Education to form Colchester Institute, operating campuses in Colchester and Clacton. Following its merger with Braintree College in 2010, Colchester Institute now proudly operates two campuses in Colchester and Braintree.

More than just an educational institution, Colchester Institute is committed to inspiring and empowering students, changing lives and futures while nurturing the next generation of skilled professionals across a variety of practical industries. Since 1965, we have offered higher education courses, with our degree programmes now validated by the University of East Anglia. In 2016, we earned the designation 'University Centre Colchester,' reflecting over 50 years of excellence and our strong focus on employer-led learning.

Our commitment to the community is reflected in our close partnerships with local businesses, which help us address skills gaps and contribute to local economic growth. We work hand in hand with employers to ensure that our students gain real-world experience and are well prepared for work. A great example is our ESNEFT programme, which offers students valuable hospital placements, NHS induction and a guaranteed job interview. Additionally, we maintain strong partnerships with organisations such as Tesco, Samsung, and Felixstowe Ports.

We offer a diverse range of courses designed to meet different abilities and individual needs, always focusing on the skills that employers are looking for. Our aim is to create a vibrant, supportive environment where both staff and students can thrive. Above all, we are dedicated to transforming lives, preparing learners for success and making a lasting impact on their futures.

Proud to be working closely with:



Campus Locations



Colchester Institute

Sheepen Road, Colchester,
Essex, CO3 3LL

Our largest campus, situated in the heart of Colchester and just a short walk from the train station and city centre, offers a vibrant and dynamic learning environment. With a £40 million investment, the campus features some of the best facilities in the country, including a modern salon, a new Early Years centre, and six new construction workshops. The campus is busy yet welcoming, encouraging a supportive community where students can develop the skills and confidence needed to succeed in today's workforce.

SATNAV: CO3 3LL
What3Words: ///rear.owners.facing



Braintree Campus

Church Lane, Braintree,
Essex, CM7 5SN

Located in peaceful riverside grounds, the newly redeveloped Braintree Campus offers a bright, modern, and warm setting just a short walk from the town centre. As our smaller campus, it has a friendly, close-knit feel, giving students the chance to build strong relationships with staff, peers, and local employers.

SATNAV: CM7 5SN
What3Words: ///cars.flown.change



Gary Horne MBE, Deputy Chief Executive

“I am so proud of the work we have delivered on our Net Zero action plan since our declaration of a climate emergency in 2021. Achieving a 36% carbon reduction over the first three years, ahead of our 50% by 2030 target is something for which we should all be proud - but we recognise there is still so much to do! We have listed our achievements on our Sharepoint page but our decarbonisation project and our Net Zero Centre are clear highlights. We are revising our plans this year to include a response to what we see as a twin threat - the nature crisis, and plans include a new partnership with Essex Wildlife Trust to rewild our sites. We have also become a corporate supporter of Colchester Zoo to help with their wider conservation efforts as well.”





Ali Davies, Deputy Principal

“Our learners are the reason we are all here, whether that’s a full time, part time, adult or apprenticeship learner. Our job in curriculum and quality is making sure we deliver the right curriculum, to the highest standards, to enable every learner to succeed and progress to their next steps. We work with a fabulous range of stakeholders to design and deliver a curriculum that ensures all our learners leave us with the right mix of qualifications and employability skills valued by employers.

Everyone who works for Colchester Institute plays a vital role in the experience of every learner and we are passionate about ensuring every new member of staff shares our goals, values and ambitions.”

Mark Emerson, Vice Principal Curriculum Innovation and Business Transformation

“I believe digital transformation is about people first, not technology. What excites me most about this part of my role at Colchester Institute is seeing how the right tools can reduce workload, give staff more time to focus on what they do best, and create new opportunities for learners. I am passionate about supporting colleagues to grow their digital confidence, because when staff feel empowered, our students benefit directly. For me, success is when technology feels seamless. This could be streamlining enrolment, cutting down on repetitive admin, making data work harder for us, and creating innovative ways for students to learn and showcase their skills. Leading this transformation means putting digital at the heart of our mission to transform lives, building an ambitious, inclusive and future-focused College.”





Continued Professional Development (CPD)

At Colchester Institute, we're committed to supporting your growth every step of the way. For teaching staff, we fully fund teacher training alongside your role, so unless you already hold a certified teaching qualification like a PGCE, CertEd, or Level 5 equivalent, you'll be enrolled on to a teacher training course within your first three years of employment or within three years of the first available course.

Beyond formal qualifications, we warmly welcome all new teaching staff whether qualified or not, into our community through our New to Teaching Programme. This friendly, supportive induction is designed to help you settle in, connect with colleagues, and get comfortable with the Colchester Institute way of working. It's more than just a course; it's your gateway to becoming part of our vibrant teaching family.

For our business support staff, we strongly encourage continuous professional development. Our people are the heart of Colchester Institute, and investing in their growth and skills benefits everyone. Whether it's Excel, Mental Health First Aid, CIPD qualifications, or many other courses, we offer a range of opportunities to help you advance and thrive in your role.



Becca Hawes, People and Culture Business Partner: "Since joining the College in 2022, I have benefitted from many development opportunities. My journey began in an entry-level position, and through continuous progression, I completed an apprenticeship as a Junior HR Business Partner, gaining a Level 5 qualification alongside my work. It was a great way to get hands-on experience while learning, and it's shown me just how much all staff are supported to develop and progress in their careers."

Chris Coe, Area Head of Groundworks, Trowel Trades and Wood Occupations: "After more than 20 years as a welder fabricator, my passion for training apprentices inspired me to join Colchester Institute to help teach the next generation. I started with just a Level 3 qualification and gained my teaching qualifications whilst working. Since then, I've progressed from Lecturer to Area Head, achieving a Certificate of Education, a Leadership and Management Degree, and a Master's in Education. The opportunities here have been incredible, and I couldn't imagine working anywhere else."





Megan Partridge, Course Leader in Sport and Public Services: "I started my journey at Colchester Institute, studying at level 2 all the way through to degree level. After spending some time working in industry, I decided to return to the College as a Public Development Tutor. I have now progressed to course leader. This full-circle experience has really helped me grow both personally and professionally. The supportive environment here, with friendly staff always willing to help, makes it a great place to work."

Continued Professional Development (CPD)

For Teaching Staff



Through teaching at Colchester Institute

Continued Professional Development (CPD)

For Business Support Staff

New Starter Induction
Chance to meet members of the College Executive and other new members of staff

Support for new managers, designed to help you develop leadership skills and progress in your career

Range of IT training courses (e.g. Microsoft suite) available via ILT

A customised approach to help you on your career path

Professional Development opportunities to develop your knowledge and skills

Mandatory training on Safeguarding, Health & Safety and essential courses to help you in your new role

Opportunity to book onto relevant external courses and conferences
(line manager approval required)

Through working at Colchester Institute










Staff Benefits

Whether you're a teacher or part of our support staff, working at Colchester Institute comes with a variety of perks and benefits. From being eligible for a **Blue Light Card** to the **Cycle to Work Scheme,** our benefits **support healthy lifestyles, promote wellbeing,** and help staff **maintain a great work-life balance.** The People and Culture team are dedicated to improving our benefits.

For information about our enhanced pension schemes, please see below:

Teachers:
28.2%

Business Support:
18.6%

- Generous Holiday Entitlement
- Enhanced Terms and Conditions
- Additional On-site Facilities
- Employee Assistance Programme
- Disability Confident Committed
- Cycle to Work Scheme
- Savings and Staff Discount
- Learning and Development
- Wellbeing Programme
- On-site Gym

BLUE LIGHT CARD

TOTUM

Specsavers



Ofsted Good

In October 2024, Ofsted inspectors visited all areas and campuses of our College. Inspectors found us to be **'Good'** in every respect and **'Strong'** for Skills. Inspectors noted our well-designed curriculum, the expertise of our teaching staff, and the good progress that students make as a result of high-quality training.

Our students were commended on their high ambitions and the valuable skills they develop. Here are some of the great things Ofsted inspectors said:

"Students and apprentices speak highly of the College and their learning experience."

"Students and apprentices demonstrate positive attitudes to learning."

"Students benefit from high-quality teaching environments."

"Students value the individualised help they get from teachers."

"Students feel safe around the College and in their workplaces."

"Students gain a good understanding of professional behaviours in their subject areas."

OFSTED declared us 'GOOD' in every respect



We are... 'STRONG' for skills

Sustainability: We are committed to reducing our Carbon Footprint

In the midst of a combined climate and ecological emergency, Colchester Institute is stepping up its efforts to respond to the twin crises of our time. Alongside our climate emergency commitments, we relaunched our Environmental and Sustainability Strategy in October 2025, providing full support to Essex Wildlife Trust to help deliver their strategic plan for a wilder Essex, and responding to the Essex Local Nature Recovery Strategy.

Our work to support nature restoration is well underway including ambitious plans to rewild our campuses and college land, engaging the entire college community including asking our supply chain partners to help us maximise our impact. Our ambition is to work as one to ensure all staff are able to pass on knowledge, understanding and good practices to students so our entire college community is equipped to positively impact our planet for future generations.



Use reusable water bottles and coffee cups





Commute by using public transport or walk

Think before you print!

Proudly working in partnership with:

Essex Wildlife Trust

Colchester Zoological Society
Charity No. 1105621

Essex Local Nature Partnership

eauc
Educational Member

trident

Woodland Trust

Essex Climate Action Commission

National Education Nature Park

The British Beekeepers Association
Founded 1874

Hog Friendly





Welcome to Colchester Institute

A message from Martin Gwillim, Director of People and Culture



Thank you for your interest in joining Colchester Institute. We're delighted that you're considering becoming part of our vibrant and **INCLUSIVE** community.

At Colchester Institute, we're proud to play a vital role in shaping futures, not just for our students, but for every member of our college team. Whether you're teaching the next generation of skilled professionals, supporting students behind the scenes, or helping us deliver our strategic goals, you'll be part of an organisation that values people, purpose, and progress.

Our culture is built on **COLLABORATION**, **RESPECT**, and a shared commitment to making the College a fantastic place to work. We believe in celebrating individuality, encouraging innovation, and supporting our colleagues to grow and succeed. Through our People and Culture team, we're continuously developing new opportunities for professional learning, wellbeing, and recognition, ensuring that every member of staff feels valued, supported, and proud to be part of the Colchester Institute family.

Joining us means more than just starting a job, it's becoming part of a college that is **AMBITIOUS** for its students, passionate about its people, and deeply connected to the communities we serve. Together, we're building an environment where everyone can thrive.

If you share our belief in education as a force for good and want to be part of a college that truly values its people, I warmly invite you to explore what a career with Colchester Institute could mean for you.

Welcome, and I hope to meet you soon.



Colchester Institute

Work for us because...



For all recruitment enquiries, please contact: jobline@colchester.ac.uk

colchester.ac.uk

Transforming Lives