

HvA Instructeur praktijkonderwijs

Goal

To teach practical skills, based on the curriculum and the faculty's educational policy, with the aim of realising an effective transfer of knowledge and skills aimed at the possibilities of practical application of methods and techniques.

Context

Reports to/receives hierarchical guidelines from:

- Onderwijsmanager
- Head of Department

RESULTAREAS

Main activity	Frame	Result	Activity
<i>1. Curriculum evaluation and development</i>			
Contribute to evaluating study module development and implementation and make relenaart proposals	Curriculum Competencies to be acquired by students	Improved study modules in terms of content, design and implementation.	<ul style="list-style-type: none"> • Contribute to the evaluation of the curriculum by identifying problem areas and taking stock of the required additional provisions and improvements • Make a substantive contribution to the development and adjustment of module books and other parts of the curriculum • Draw up manuals and readers
<i>2. Teaching</i>			
Prepare and provide practical skills training	Curriculum component objectives Work instructions and safety guidelines	The transfer of knowledge and skills relating to the practical application of methods, techniques, equipment, software and insight into the relenaart theoretical backgrounds	<ul style="list-style-type: none"> • Discuss assignments with the lecturer • Prepare teaching materials • Provide education in accordance with the teaching concept • Monitor progress and resolve any problems that arise during learning situations
<i>3. Educational assessment</i>			
Assessment of students' academic performance	Predefined standards for the curriculum component	Information on academic performance within the assigned study modules	<ul style="list-style-type: none"> • Conduct oral and written tests • Develop practical examinations • Prepare diagnostic examination reports
<i>4. Student supervision</i>			
Supervise and assess students when executing assignments and monitor their progress	Curriculum Assignment objectives	Practical support and progress monitoring to enable students to achieve the assignment objectives	<ul style="list-style-type: none"> • Provide students with information on the potential applications of equipment and software in relation to assignments • Supervise students when executing assignments • Coordinate progress and the achievement of objectives with students • Provide input to assess assignments • Assess students' progress with regard to the assigned study modules
<i>5. Facility management and maintenance</i>			
Manage and maintain the allocated facilities (such as practical teaching spaces, equipment and stocks)	Guidelines Manuals	Optimum performance and the availability of facilities	<ul style="list-style-type: none"> • Identify malfunctions/faults/shortages • Perform primary maintenance or call in third parties to resolve malfunctions/faults/shortages • Manage, issue and allocate equipment, materials and facilities • Maintain supervision to ensure that all equipment, materials and facilities are used in a responsible manner, in accordance with safety guidelines

RESULTAREAS

Main activity	Frame	Result	Activity
6. Manufacturing of facilities and educational tools			
Devise methods, techniques, instruments and equipment	Client requirements Learning targets and desired applications	Optimised methods, techniques and/or equipment needed for the application	<ul style="list-style-type: none"> • Analyse the requirements and desired applications, and study relevant professional literature • Describe the required educational tools • Manufacture or commission production of the required educational tools • Demonstrate and test the educational tools produced • Transfer the educational tools produced to colleagues, lecturers and students
7. Coordination (variant)			
Coordinate the execution of study modules and/or activities to be conducted by department staff	Curriculum	Achieve academic objectives	<ul style="list-style-type: none"> • Discuss the content, structure and teaching method relating to a curriculum component • Support the execution and provide feedback in order to achieve further improvement • Inform staff of the desired objectives and results

Ranking criteria HvA Instructeur praktijkonderwijs

Function level	HvA Instructeur praktijkonderwijs 1	HvA Instructeur praktijkonderwijs 2	HvA Instructeur praktijkonderwijs 3
Ranking criteria			
Curriculum evaluation and development	Analyses problems and bottlenecks in practical education and, based on the entire curriculum and developments in the field, submit proposals for structural modification.	Contributes in terms of content to the development and amendment of module books and other parts of the curriculum.	Compiles materials for instruction (i.e. safety regulations, manuals and readers)
Teaching	Independently teaches practical training classes, including the rekenaart student assessment methods, in which explicit account is taken of student input and rekenaart theoretical backgrounds.	Independently teaches practical training classes, including the rekenaart student assessment methods.	Provides instruction about and/or demonstrates the use of equipment, machinery, materials and/or software applications.
Supervising students	Supervises students in the execution of practical components of their study assignments and in their selection of methods and equipment.	Supervises students in the execution of practical components of their study assignments and in their selection of methods and equipment.	Assists students in their selection and use of equipment, practicum set-up and/or developing software applications.
Coordination	Coordinates activities of Instructeurs praktijkonderwijs 2 and 3.	Coordinates activities of Instructeurs praktijkonderwijs 3.	not applicable

Ranking Rules HvA Instructeur praktijkonderwijs

Instructeur praktijkonderwijs 3 applies if all criteria described for Instructeur praktijkonderwijs 3 are met

Instructeur praktijkonderwijs 2 applies if 3 out of 4 criteria described for Instructeur praktijkonderwijs 2 are met

Instructeur praktijkonderwijs 1 applies if 3 out of 4 criteria described for Instructeur praktijkonderwijs 1 are met