



The Inns of  
Court College  
of Advocacy

The Council of the Inns of Court

## Head of Online Learning Deputy Course Leader

£Competitive plus excellent benefits

Based in London, the Inns of Court College of Advocacy (ICCA) is recruiting two key leadership roles to design and implement an innovative approach to the delivery of the **Bar Professional Training Course (BPTC)**. The ICCA aims to improve access to the profession by developing a pathway which allows for flexibility, high standards, accessibility and affordability. The ICCA's Director of Programmes seeks to recruit the following:

**The Head of Online Learning (HOL)** will lead the implementation of the innovative blended learning approach of the ICCA's BPTC. Working with academic and technical partners, the HOL will be responsible for managing a small team of technical staff to design, develop and quality assure all online materials. After launch, the HOL will manage all aspects of online delivery. This role would suit an experienced academic (preferably with Bar course experience) who has managed online design and delivery, or an experienced online production manager from another academic discipline. Leadership and project management experience are essential.

**The Deputy Course Leader (DCL)** will take a leading role in the implementation of the ICCA's BPTC. The DCL will have responsibility for the implementation and management of our admissions processes and will manage all student recruitment activities from initial contact through to selection. He/she will play a key role in raising the profile of the course with potential students, universities and the Bar and will assume a teaching and assessment role after the course launches. We are seeking an experienced BPTC tutor, with knowledge of the BPTC syllabus, student selection and pupillage. Some UK travel will be required.

Successful candidates will assume important leadership responsibilities within a skilled team and will help to design, develop and project manage every aspect of the course ahead of its launch in 2020.

**Further details:** A full job description and person specification is available on the COIC website [www.coic.org.uk/vacancies](http://www.coic.org.uk/vacancies). Applications should be received by **noon on 30th November 2018**, emailed to [info@coic.org.uk](mailto:info@coic.org.uk) and made by way of CV with a covering letter setting out suitability for the role. The ICCA requires the appointed candidates to be available to start work by April 2018.

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*The ICCA is committed to providing equality of opportunity for all applicants regardless of gender, sexual orientation, age, ethnicity or socio-economic background.*

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