

# Candidate Pack

## We Are Hiring!

### Vice Principal Learning, Skills & Student Success



#### WELCOME

### Anne's Welcome

Warm welcome from  
Principal & Chief  
Executive



#### JOB DESCRIPTION

### Find out about

Purpose of  
role and  
responsibilities



#### SPECIFICATION

### Criteria

Essential and  
What we are  
looking for?



# Welcome

Thank you for your interest in joining us as Vice Principal – Learning, Skills & Student Success at such a pivotal and exciting time in our journey.

With campuses in Clydebank, Greenock and Paisley, West College Scotland plays a vital role in transforming lives, strengthening communities and supporting the regional economy across the West of Scotland. We are proud of our commitment to unlocking potential and enabling success for all, and of the positive impact we make for learners, employers and partners.

We are now delivering our Strategic Plan 2026–2030, which sets a clear ambition for West College Scotland to be a high performing, inclusive and future focused institution. Central to this ambition is our transformation programme, Shaping Our Future Together (SOFT), through which we are rethinking how we design and deliver learning, how we deploy our resources, and how we work together as one organisation.

Innovation, continuous improvement and an agile mindset are fundamental to our future success.

The Vice Principal – Learning, Skills and Student Success is a key executive leadership role with responsibility for shaping and

delivering learning, skills development and the student experience across the College.

You will provide strategic and operational leadership to ensure provision that is:

- ▶ High quality, inclusive and student centred
- ▶ Aligned to regional and national skills priorities
- ▶ Financially sustainable and performance driven
- ▶ Focused on strong outcomes, progression and success for every learner

Working closely with the Principal and Chief Executive and fellow Executive Team colleagues, you will play a central role in leading change, embedding innovation, and ensuring that the College continues to respond effectively to the evolving needs of learners, employers and communities.

We are looking for an outstanding leader who brings:

- ▶ Strong strategic insight combined with a clear focus on delivery and impact
- ▶ A proven ability to lead through change with confidence, clarity and credibility
- ▶ A deep commitment to equality, inclusion and learner success
- ▶ Collaborative leadership skills and the ability to work effectively at executive and



external partnership level

- ▶ A genuine passion for making a positive difference to lives and communities

This is a rare opportunity to join a values led Executive Team and help shape the next chapter of the College. At West College Scotland, you will have the chance to lead meaningful transformation, influence regional skills development, and make a lasting impact on the future of thousands of learners.

If you share our ambition and believe you can help lead this exciting next phase of our journey, I would be delighted to hear from you.

Yours sincerely,

**Anne Campbell**

Principal & Chief Executive  
West College Scotland



With around 800 staff members we are also a major employer in the West of Scotland region. With campuses in Greenock, Paisley and Clydebank we work across seven local authorities and serve diverse communities – including some of the country’s most deprived.

Our learners are at the heart of everything we do, with the College’s vision of ‘Unlocking Potential. Enabling Success’ and our values of people-centred, trustworthy, respectful, innovative and collaborative.



# Job Description

## Vice Principal: Learning, Skills & Student Success

### Role Purpose

The Vice Principal – Learning, Skills & Student Success is accountable for the performance, relevance and sustainability of learning, teaching and skills delivery at West College Scotland.

As a member of the Executive Team, this role provides transformational leadership ensuring the design and delivery of a high-quality, future-focused learning and skills offer that delivers outstanding outcomes for students, meets regional economic needs, and is financially sustainable.

This role is responsible for the profile, growth and diversification of West College Scotland's learning and skills delivery through the successful delivery of employer programmes, commercial projects and partnerships.

### Department

Executive Team

### Responsible to

Principal & Chief Executive

## Key Responsibilities

### Strategic Leadership & Transformation

- Lead the development and delivery of a future-focused learning and skills strategy aligned to the College's Strategic Plan.
- Lead the review, prioritisation and reshaping of an innovative, sustainable learning and skills portfolio to ensure alignment to local, regional and national priorities.
- Play a leading role in college transformation programmes, embedding innovation and new ways of working.
- Provide strategic leadership for the College's communication and marketing strategy that promotes the College locally, regionally, nationally and internationally.

### Learning, Skills & Regional Impact

- Position the College as a key partner in the regional skills system.
- Align provision with employer demand, economic priorities and progression pathways.
- Develop and foster strategic partnerships with employers, local authorities and other stakeholders to ensure that the learning and skills portfolio has a clear focus on employability and progression.

### Performance, Quality & Outcomes

- Accountable for the development of a culture which delivers the highest quality of learning and teaching that delivers outstanding outcomes and transformational student experiences.
- Ensure robust, data-driven performance management and decision-making across all areas of responsibility.
- Lead preparation for inspection and external scrutiny.

## Student Experience & Access

- Provide strategic and transformational leadership for all aspects of the student experience.
- Champion an inclusive, high-quality student experience.
- Ensure that the learning and skills provision meets the needs of diverse communities and the changing learner.

## Workforce & Delivery Model

- Develop a sustainable workforce model aligned to delivery needs.
- Ensure strong line management accountability and performance expectations.

## Digital & Innovation

- Drive the use of digital technologies.
- Embed innovative approaches to support continuous improvement and efficiency.

## Financial Sustainability & Planning

- Ensure learning and planning aligns to funding models and delivers value for money.
- Contribute to financial sustainability through effective planning and resource use.

## Executive & Governance Leadership

- As a member of the Executive Team, support the effective governance and management of the College through contributing to the development and implementation of robust planning, monitoring, risk and evaluation frameworks.
- Provide advice and guidance on learning, skills, business growth, communication and quality to the Board of Management to support effective college governance.
- Deputise for the Principal as required.

# Employee Specification

## Qualifications (Essential)

- ◆ Degree qualification or SCQF level 9
- ◆ Teaching qualification
- ◆ Evidence of formal leadership or management training or qualifications

## Experience (Essential)

- ◆ Senior leadership experience in a large, complex organisation.
- ◆ Track record of improving performance and leading organisational change.
- ◆ Experience of curriculum or service redesign and workforce planning.
- ◆ Robust financial expertise with experience of managing complex budgets, regulating spend effectively and making efficiencies, whilst protecting or improving the quality-of-service delivery.
- ◆ Experience of consistently managing and monitoring performance, setting, meeting and exceeding activity and financial targets.
- ◆ Experience of operating at Executive or Board level.

## Knowledge & Skills (Essential)

### Collaborative Influence & Partnership

- ◆ Ability to initiate and develop effective relationships and establish credibility with internal and external stakeholders.
- ◆ Skills in inspiring others, developing cooperative team-working, supporting and motivating staff and enhancing a positive culture.
- ◆ Broad range of complex interpersonal skills.
- ◆ Well-practiced, skillful negotiator.
- ◆ Evidence of Continuous Professional Development.

### Strategic agility and foresight

- ◆ Strong understanding of FE policy, funding and skills systems.
- ◆ Knowledge of regional, national and international private, public and third sector employers.
- ◆ Understanding of the needs of a regional economy and the current and future training/skills requirements of industry.
- ◆ High level awareness of the external environment.
- ◆ Highly data-literate with ability to drive performance through insight.
- ◆ Ability to make evidence-based decisions involving trade-offs.

### Purposeful and Ethical Leadership

- ◆ High level of professional integrity, discrete and completely trustworthy with sensitive information.
- ◆ Demonstrable emotional intelligence.
- ◆ Resilient, decisive and delivery focused.
- ◆ Compelling communicator in all forms of communication.
- ◆ Highly adaptable.
- ◆ Results orientated.
- ◆ A key influencer.
- ◆ Values-led, visible and authentic leadership.
- ◆ Ability to build trust, engagement and accountability.
- ◆ Comfortable operating in complex, fast-paced environments.

# Work at West

# Work at West



For more news about West College Scotland, our staff and our innovative approaches.

To view our College News please visit:

[COLLEGE NEWS](#)

Our strategic plan 'We Are West' reflects our commitment to inspiring and transforming lives by harnessing the individual and collective talent of our staff, learners, partners, stakeholders and industries.

[STRATEGIC PLAN](#)