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| JOB DESCRIPTION AND PERSON SPECIFICATION |
| **Job Title**: Subject Leaders in Strategic Management | **Accountable to**: Programme Director Fashion Management |
| **Contract Length**: Permanent  | **FTE**: 1.0 | **Weeks per year**:AYR |
| **Salary**: £44,708 - £53,865 pa  | **Grade**: 6 |
| **College/Service**: London College of Fashion/ Fashion Business School | **Location**: 272 High Holborn, London, WC1V 7EY |
| **Purpose of Role:** To lead curriculum development, unit management, research and teaching delivery in a relevant discipline of strategic management (e.g. supply chain, product, retail, human resources, marketing or finance) across the Fashion Business School portfolio of undergraduate and postgraduate courses. |
| **Duties and Responsibilities:*** To undertake a teaching programme, providing both academic and pastoral support to students, monitoring progress and attendance and maintaining appropriate records.
* To lead curriculum development, planning, teaching, assessing and course review in the discipline.
* To support and extend the School’s existing links with those in professional practice and related industries as appropriate to the development, maintenance and delivery of teaching programmes.
* To contribute to research, scholarly activity and or professional practice both individually and through appropriate subject related groups.
* To maintain a professional level of subject expertise by being aware of relevant industry and technological developments in the field.
* To attend course related meetings and examination boards as required.
* To lead the management of the teaching and assessment in the discipline areas.
* To lead the process of reviewing discipline specific curriculum units and contributing to the identification and validation of new units and embedding professional body accreditation.
* To fully utilise University and other information and communication technologies in order to facilitate and enhance students’ learning experiences and organisational effectiveness.
* To take responsibility as year tutor for student groups as required.
* To support the Course Leaders in undertaking general course management responsibilities including assessment, recruitment and admissions.
* To liaise with Course Leaders and Hourly Paid Lecturers to ensure quality and consistency of delivery across all courses.
* To lead the planning and development of the curriculum and teaching programme for the discipline area in collaboration with the Course Leaders.
* Undertake planned internal verification of assessments, providing feedback and guidance on best practice to tutors.
* Secure productive contacts and links with external organisations, employers and agencies that will benefit students on and provide further opportunities for income generation and sponsorship.
* To engage in regular monitoring and review of the quality of the teaching and learning provision in accordance with the procedures of the University.
* To perform such duties consistent with your role as may from time to time be assigned to you anywhere within the University.
* To undertake health and safety duties and responsibilities appropriate to the role.
* To work in accordance with the University’s Equal Opportunities Policy and the Staff Charter, promoting equality and diversity in your work.
* To undertake continuous personal and professional development through effective use of the University’s Planning, Review and Appraisal scheme and staff development opportunities.
* To make full use of all information and communication technologies in adherence to data protection policies to meet the requirements of the role and to promote organisational effectiveness.
* To conduct all financial matters associated with the role in accordance with the University’s policies and procedures, as laid down in the Financial Regulations.
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| **Key Working Relationships**: * Programme Directors, Fashion Management & Fashion Business
* Undergraduate & Postgraduate Course Leaders
* FBS academic teams
* Programme Administration Team
* Site Administrator
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| **Specific Management Responsibilities****Budgets**: None**Staff**: None**Other** (e.g. accommodation; equipment): None |

Signed Matteo Montecchi Date of last review 16/10/2017

 (Recruiting Manager)

**Job Title: Senior Lecturer in Strategic Management**

**Grade: 6**

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| Person Specification  |
| Specialist Knowledge/Qualifications | Relevant Master’s Degree in business, strategy, management or a related discipline is essential. PhD in business, strategy, management or related discipline is desirable. Relevant professional experience recognised by membership of a professional body (e.g ACA/ CIMA/ ACCA/ CIPFA/ CMI) is desirable.Teaching qualification relevant to HE/ Fellowship of the HEA is desirable. |
| Relevant Experience  | Relevant academic experience at undergraduate and postgraduate level of leading modules/units and of teaching a diverse cohort of students is essential. Evidence of research and publications in the discipline area is desirable.Professional experience in a relevant area of strategic management is desirable.  |
| Communication Skills | Communicates effectively orally and in writing adapting the message for a diverse audience in an inclusive and accessible way |
| Leadership and Management | Motivates and leads a team effectively, setting clear objectives to manage performance  |
| Research, Teaching and Learning | Applies innovative approaches to teaching, learning or professional practice to support excellent teaching, pedagogy and inclusivity |
| Applies own research to develop learning and assessment practice |
| Professional Practice  | Contributes to advancing professional practice/research or scholarly activity in the discipline area. |
| Planning and managing resources | Plans, prioritises and manages resources effectively to achieve long term objectives |
| Teamwork | Builds effective teams, networks or communities of practice and fosters constructive cross team collaboration |
| Student experience  | Contributes to improving or adapting provision to enhance the student experience  |
| Creativity, Innovation and Problem Solving  | Suggests practical solutions to new or unique problems |

**Last updated: 16/10/17**