

## JOB DESCRIPTION AND PERSON SPECIFICATION

**Job Title:**

Dean, UAL Institute for Creative Computing

**Grade:**

Dean (Individual Contract)

**Accountable to:**

Deputy Vice Chancellor (Academic)

**Salary :**

Competitive and subject to negotiation.

**Department:**

Academic Development and Services

**Location:**

UAL High Holborn (in the first instance)

**Fraction: 1.0**

### Purpose of Job:

To lead the establishment of UAL Institute for Creative Computing, playing a foundational role in delivering and developing this ambitious new creative and interdisciplinary Institute at Europe's largest provider of creative education.

As Dean, it will be your responsibility to develop an ambitious mission for the Institute and to design, develop and deliver a whole ecology of creative computing in line with the new Academic Strategy, enabling teaching, research and knowledge exchange that catalyses the opportunities presented by the intersection of creativity and computational practices.

You will define, develop and deliver a progressive taught academic offer across all levels for the creative computing subject within the Institute that has impact across the wider University. Alongside this, you will define, develop and deliver a progressive and integrated research environment.

You will shape the social mission of the Institute and deliver a high level cultural programme that signals the University's new commitment to the computing subject and ensures that UAL is internationally recognised for the practice of creative computing.

This role will suit an individual who is excited by the opportunity to lead this strategic initiative for the University of the Arts London and is energised by the challenge of delivering a comprehensive and progressive research-informed ecology of creative computing at an extraordinary time of creative and computational possibility.

### Main Duties and Responsibilities:

1. To lead and manage the development and delivery of the UAL Institute for Creative Computing, responsible for the design and delivery of the academic offer, the creation of a coherent and credible integrated research environment.
2. To be responsible for the academic leadership and management of the UAL Institute for Creative Computing and the development of the Institute resource environment.
3. To be responsible for all aspects of general management of the Institute including the budget and the programme of staff appointments across all job families.
4. To lead the development of a high level cultural programme for the Institute that signals UAL's new commitment to the computing subject.
5. To be responsible for the development and delivery of the social mission of the UAL Institute for Creative Computing.

6. To be responsible for the development and delivery of the knowledge exchange strategy of the UAL Institute for Creative Computing.
7. To be an advocate for the creative computing subject both within and without the University and develop and maintain productive relationships with internal and external partners in support of the Institute's mission.
8. To work with the Pro Vice Chancellor (Digital) on the relationship between the UAL Institute for Creative Computing and the development and implementation of the UAL Digital Strategy.
9. To lead an international search for a high level, externally funded, research appointments in Creative Computing.
10. To work with the Director of Development on partnership development and fund raising to profile and fund the UAL Institute for Creative Computing.
11. To be responsible for all aspects of marketing and recruitment for the UAL Institute for Creative Computing.
12. To make recommendations on developments within the academic framework to facilitate interdisciplinary study and cross college study opportunities.
13. To play a leadership role in driving forward the debate on creative computing and digital strategy, infrastructure and learning within UAL and externally, and to be the point of knowledge and expertise for the University.
14. To create a network of industry partners who will inform the development and support the delivery of the UAL Institute for Creative Computing.
15. To work with UAL colleagues to develop the internal structures to support both the technical infrastructure and the administrative infrastructure of the Institute.

#### **UAL standard terms**

- To contribute to the research profile of the University
- To undertake teaching duties and all associated responsibilities in your specialist subject area as required.
- To fully utilise University and other information and communication technologies in order to facilitate and enhance students' learning experiences and organizational effectiveness.
- To represent your subject area both at College and University level, acting as advisor/consultant internally and externally as may be required.

#### **In addition, the post holder will be expected to:**

- 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, and to support it for any staff you manage 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 organizational 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 Regulation

**Key working relationships:**

- Deputy Vice Chancellor (Academic)
- Pro Vice Chancellor (Digital)
- Heads of Colleges
- Director of Development
- Director of IT
- UAL Finance
- UAL Research Management and Administration

**Resources Managed:**

**Budgets:** UAL Institute for Creative Computing, Staffing and Resources.

**Staff:** Institute staff as appropriate.

**Other** (e.g. accommodation; equipment):

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Person Specification	
Specialist Knowledge/ Qualifications	<ul style="list-style-type: none"> <li>- UG&amp;PG in arts/computing (essential)</li> <li>- PhD in relevant field (desirable)</li> <li>- Teaching Qualification (essential)</li> <li>- Demonstrable understanding of the creative computing subject</li> <li>- Demonstrable understanding of creative coding</li> </ul>
Relevant Experience	<ul style="list-style-type: none"> <li>- Significant track record of academic leadership</li> <li>- Significant track record of innovative of UG &amp; PG course development involving technology, computing and the creative arts</li> <li>- Experience of international partnerships and academic mobility</li> <li>- Significant experience of quality assurance</li> <li>- Experience of developing research publications</li> <li>- Experience of public engagement in an HE context</li> <li>- Experience of creative practice</li> </ul>
Communication Skills	Communicates in a compelling and influential way. Adapts the style and message to a diverse internal or external audience so as to be inclusive and accessible.
Leadership and Management	Motivates and leads effectively, setting the direction of one or more functions, promoting collaboration across formal boundaries.
Research, Teaching and Learning	Applies innovative approaches in leading academic programmes, 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 own area of specialism.
Planning and managing resources	Effectively plans, prioritises and manages complex projects or activities to achieve long term strategic objectives.
Teamwork	Builds effective teams, networks or communities of practice and fosters constructive cross team collaboration.
Student experience or customer service	Makes a significant contribution to improving the student experience to promote an inclusive environment for students and colleagues.
Creativity, Innovation and Problem Solving	Initiates innovative solutions to problems which have a strategic impact.

The application form sets out a number of competence questions related to some of the following selection criteria. Shortlisting will be based on your responses to these areas. Please make sure you provide evidence to demonstrate clearly how you meet these criteria