university of the arts london
london college of fashion

JOB DESCRIPTION AND PERSON SPECIFICATION

Job Title: Lecturer in Fashion Product

Accountable to: Course Leader

Contract Length: Permanent

Hours per week/FTE: 1.0

Weeks per year: All

Salary: £38,694 - £46,423 pa

Grade: 5

College/Service: London College of Fashion, School of Design & Technology

Location: 100 Curtain Road, London, EC2A 3AE and relocating to Stratford from 2022

Purpose of Role:

The post holder will contribute to the undergraduate BA (Hons) Fashion Design and Development course, undertake teaching, assessment, unit management, curriculum development and research.

Working as part of a team, the post holder will be required to deliver seminars and workshops on the three-dimensional development, pattern cutting and realisation of fashion products at various levels. Key to this post will be the ability to lead on both traditional and more creative 3D development technical approaches for the course.

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 contribute to lesson planning, teaching, assessing, course review and curriculum development.
- 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 industrial and technological developments in the field.
- To attend course related meetings and examination boards as required.
- To provide support for the Course Leader and Programme Director in the management, teaching and assessment of related academic studies within the course.
- To support the process of reviewing BA Fashion Design and Development course units and contributing to the identification and validation of new units.
- 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 undertake general course management responsibilities including assessment, admissions and placements.
- To liaise with Course Leaders, Hourly Paid Lecturers and Technicians to ensure quality and consistency of delivery across the course.

- To support the Course Leader in the planning and development of the curriculum and teaching programme for the undergraduate BA Fashion Design and Development course.
- To undertake planned internal verification of assessments, providing feedback and guidance on best practice to tutors.
- To secure productive contacts and links with external organisations, employers and agencies that will benefit students and provide further opportunities for income generation and collaboration.
- 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, 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 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.
- To personally contribute towards reducing the university's impact on the environment and support actions associated with the UAL Sustainability Manifesto (2016 – 2022).

Key Working Relationships: Managers and other staff, and external partners, suppliers etc; with whom regular contact is required.

- Course Leader
- Programme Director
- Dean of School
- Associate Lecturers
- Technicians
- Study Support staff

Specific Management Responsibilities

Budgets: no

Staff: no

Other: Studio spaces

Signed _____ Date of last review _____

_____(Recruiting Manager)

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Person Specification	
Specialist Knowledge/ Qualifications	Relevant degree qualification in Fashion, Accessories or Product Development A teaching qualification is desirable A postgraduate qualification is desirable
Relevant Experience	Relevant professional experience within industry and higher education that demonstrates an ability to apply and share current knowledge and experience
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 in 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	Plans, prioritises and manages resources effectively to achieve long term objectives
Teamwork	Works collaboratively in a team and where appropriate across or with different professional groups
Student experience or customer service	Builds and maintains positive relationships with students or customers

Creativity, Innovation and Problem Solving	Suggests practical solutions to new or unique problems

Last updated: 20/05/2015