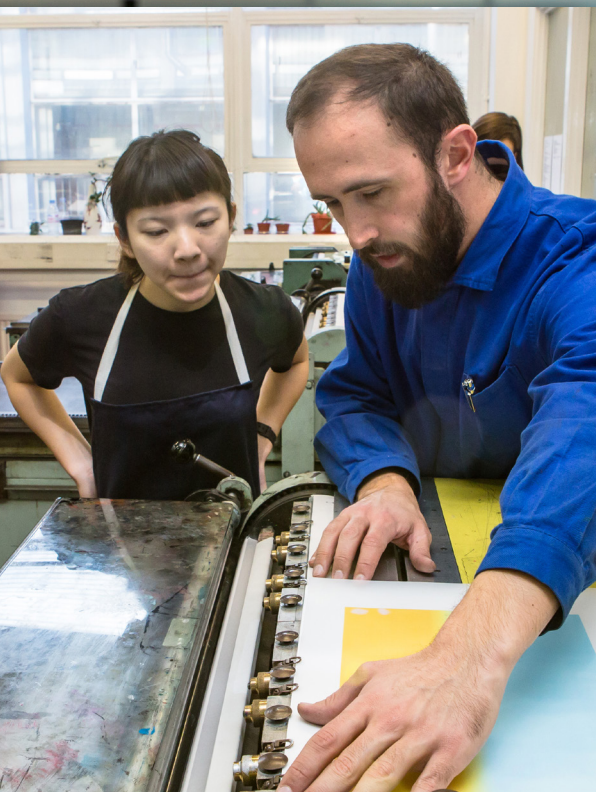


# ual:

# Working at University of the Arts London

Information for candidates



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## Welcome

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Welcome to London College of Fashion, University of the Arts London (LCF) and thank you for your interest in our new academic posts.

We pride ourselves on being both a multi-cultural and international university and we are now making a significant investment in new staff to ensure greater diversity in our academic community. We want to improve the experience of all our students and absolutely believe that an academic community which more accurately reflects their own diversity is an important element of their learning. We know that students and staff learn from each other while they are studying with us, and by sharing new experiences, backgrounds and personalities we increase the opportunities for collaboration and new thinking.

By joining us here at LCF you will become part of a community of teachers and learners that have been inspiring each other with their creative practice for over 110 years. We believe that fashion shapes lives, and with our philosophy of open and inclusive education we encourage our students to examine the past and question the present. To develop inventive, assertive ideas that challenge social political agendas, and we give them the skills and freedom to put those ideas into practice. If you are passionate about creative arts education and its potential to contribute to social justice, equality and a fairer world, we hope you will decide to make an application to one or more of the variety of posts that we have on offer.

Professor Roni Brown

Pro-Vice Chancellor, University of the Arts London and Head of London College of Fashion



# Why choose UAL?

## ual london college of fashion

### Fashion Shapes Lives

Fashion can change lives. Through teaching, specialist research, and collaborative work, we empower our students to think differently, using fashion to examine the past, build a sustainable future, and improve the way we live.

#### Fashion Means Business

Through inspirational teaching we nurture the next generation of creative leaders and thinkers who work in responsible, analytical and ingenious ways. Our work with the industry supports local and global enterprise, boosting economic development as well as creating social value. Students benefit from our connections with industry and so does industry.

#### Fashion Makes Style

In design, we teach a combination of heritage and radical thinking. Craftsmanship and new technology. Engineering and in-depth design research. We teach innovative ideas first and then innovative practice to bring them to life.

#### Fashion Tells Stories

We nurture every student's distinctive voice, teaching them how to challenge and define the future of fashion through cutting-edge media approaches across all channels: broadcast, print, digital, interactive, experiential – and experimental.

#### Fashion Looks Forward

Through research, collaboration and experimentation, we explore the frontiers of design and technology, merging them to transform how fashion is made, showcased and sold. And with innovation, help forge a global fashion economy that supports our students and the wider industry – now and in the future.

London College of Fashion, UAL is a world leader in fashion design, media and business education. In boundary-pushing research where it partners with top brands and helps launch new businesses. It has been nurturing creative talent for over a century, offering courses in all things fashion. Across every subject, it encourages students to examine the past and challenge the present. To have inventive, assertive ideas that challenge social and political agendas. It gives them the skills, opportunities – and above all, the freedom – to put those ideas into practice.

Some of our students learn fashion design – its heritage, craftsmanship, radical thinking and high tech practice. Others develop analytical skill, creative thinking and business acumen. Others still: cutting-edge approaches to traditional, experimental and interactive media. They all examine the present in light of its deep historical context. And learn how to use fashion to build a sustainable future, and improve the way we live.

LCF is undertaking an unprecedented programme of change. In 2022, we will be consolidating our existing six sites into a new purpose-built campus as part of a new education and cultural district on the Queen Elizabeth Olympic Park. Ahead of this move, we welcome applications from candidates who live in and around East London, as well as from those keen to join us on this exciting and unique opportunity in our College's history.

### Our colleges

UAL is a vibrant world centre for creativity, bringing together six colleges: London College of Fashion, Camberwell College of Arts, Central Saint Martins, Chelsea College of Arts, London College of Communication and Wimbledon College of Arts.

With around 20,000 students and 5,000 staff across London campuses, we have international reputations in art, design, fashion, communication, and performing arts.

We have recently been ranked number two in the world for Art and Design in the QS World University Rankings.

We provide transformative education and world-leading research and enterprise and are at the centre of public debate for the future of arts, design, fashion and communication and an inspirational environment for students, staff and wider communities.

This is a significant time to join UAL as we are making a major investment into transformative education for our diverse and international academic community.

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We're looking for applicants who are both enthusiastic and inspirational in their approach together with being creative educators. This will expand and strengthen our course teams and enable all of our students to achieve their creative and intellectual ambitions.

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# Applying to work at UAL

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## Equality, diversity and inclusion

As an employer, we are committed to equality. We want to be an organisation that people are proud to be part of. The university's strategy and equal opportunities policy sets out our commitment to promote equality and diversity for all staff regardless of age, caring responsibilities, disability, gender, gender identity, nationality, race, religious belief (or no belief) and sexual orientation.

We pride ourselves on the rich diversity of our student and staff community and are committed to creating a supportive, inclusive environment for all those who work, study or participate in university activities.

We encourage applications from people across all sections of our diverse communities. We particularly welcome applications from black, Asian and minority ethnic (BAME) backgrounds as they are currently underrepresented at this level.

Appointments will be made on merit on the basis of fair and open competition.

## Equal opportunities monitoring

As part of the application process, we ask all candidates to complete equal opportunities monitoring information. The information on the form will be treated as confidential and used for statistical purposes only. The form will not be treated as part of your application. All data will be handled anonymously and confidentially and will not be seen by anyone involved in the selection process.

The Diversity and Human Resources teams compile and analyse the anonymous data collected so the university can address any areas of unfairness or disadvantage that occur and to monitor and evaluate the effectiveness of our Equality and Diversity Framework.

## Guidance on completing the application form

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To apply, you will need to follow the online application process which includes completing the application form as outlined below.

1. A comprehensive **CV** setting out your career history, with responsibilities and achievements, education and professional qualifications.
2. **Supporting information** - a section for you to highlight your suitability and setting out how you consider your personal skills and experience meet the essential criteria for the role.

Please note that the supporting information on the form is an important part of your application.

3. A record of your research and publications can be included with your CV or attached separately.
4. All applications must be made through the online applications portal. We cannot accept emailed applications or speculative CVs.

Please check the application deadline as applications cannot be considered after this date.



# The application process

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## References

Applicants will be required to provide two referees who will be contacted either prior to interview or before an offer of employment is made and must include your current or most recent employer. Where the role involves work on a one-to-one basis with people under 18 years of age, two referees who have known you continuously for at least two years must be provided.

You can indicate on the application form if you do not wish us to contact your current employer prior to interview.

## Feedback

Due to the high volume of applications received for our vacancies, we regret that feedback is only available at the discretion of the recruiting manager following the interview stage.

## Eligibility to work

All job offers are conditional on you providing proof of your eligibility to work in the UK. We will require you to bring this with you if you are invited for interview.

If you don't currently have the necessary document required to gain permission to work and live in the UK, UAL is able to offer sponsorship for Tier 2 visa applications subject to UK Border Agency (UKBA) requirements. Further information is available on the [Home Office website](#).

## Relocation assistance

UAL operates a relocation assistance scheme for newly appointed employees. To qualify you must be appointed to a contract of at least two years duration, currently live outside a 50-mile radius of UAL and wish to move significantly closer to your workplace. Full details of the scheme are available from Human Resources.

# Safeguarding of children, young people and vulnerable adults

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We are committed to providing a safe and secure environment for students, staff and visitors.

UAL recognises its particular responsibility to safeguard the wellbeing of children, young people and vulnerable adults by ensuring that there are appropriate arrangements in place to provide a safe and secure environment and to deal with issues concerned with suspected or reported abuse.

If your role requires you to work with children, young people and vulnerable adults, you may be required to apply for and receive a satisfactory enhanced check by the Disclosure and Barring Service.

The cost of this check is met by the university. Further information is available on the [government website](#).

# Summary of terms and conditions of service

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## Salary

The starting salary is usually at the bottom of the quoted salary scale with progress by annual increments effective from 1 August until the maximum competence range of the grade is reached.

Salaries are paid on the last working day of the month directly into bank or building society accounts.

## Working times

The standard full time week is 37 hours.

Start and finish times are agreed by local line managers and staff are expected to work flexibly to meet operational needs.

## Annual leave

Academic and teaching staff: The leave year runs from 1 September to 31 August and full-time staff are entitled to 39 days annual leave per annum.

Part-time/fractional staff receive annual leave on a pro-rata basis.

UAL is normally closed between Christmas and New Year and all staff are required to take a maximum of three days leave on those days.

All leave arrangements are subject to approval by the line manager.

## Bank and public holidays

Staff are entitled to receive normal remuneration for all bank and public holidays on which they would normally be required to work. Part-time or fractional staff receive bank and public holiday leave on a pro-rata basis.

## Pensions

Academic staff who are in teaching positions, are automatically entered into the Teachers' Pensions (TP) scheme. UAL currently contributes 16.48% (this rate is subject to review in accordance with the scheme rules).

Further information is available on the [Teachers' Pensions website](#).

## Academic Career Pathways

UAL staff development programmes help academic and teaching staff to focus their skills and grow their academic career.

As a member of our academic staff you will be placed on one of three pathways: Teaching, Knowledge Exchange, or Research during your probation period. By framing personal development across these pathways, we can ensure we strive for excellence within all areas as a university. All pathways provide a clear progression through to Reader and Professor posts.

Further information is available on the [Academic Careers Pathway page](#).



# Staff benefits

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## **Season ticket and computer loans**

Staff may apply for an interest-free loan for the purchase of annual season tickets, rail and/or computer equipment. Computer loans are to a maximum of £1,000.

## **Cycle scheme and government Tax-Free Childcare (TFC)**

UAL operates a cycle to work scheme through salary sacrifice and the government Tax-free Childcare scheme which is now available in relation to all children under 12 (where parents qualify). TFC enables eligible parents to receive a contribution from the government of 20% of their childcare costs, up to an annual limit of £2,000 per child (or in the case of a disabled child up to £4,000). Parents can pay money into a childcare account and have the payments topped up by

the government. Full details of the schemes are available from Human Resources.

## **Staff development opportunities**

At UAL all staff are expected, and encouraged, to engage in continuing professional and occupational development to enable them to meet their own objectives and the university's strategic goals. UAL's staff have access to a wide range of development opportunities which include coaching, mentoring and regular staff development days and events.

## **Volunteering leave**

Staff have two days of paid leave to volunteer for any charity registered in the UK.

# Wellbeing benefits

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We take the wellbeing of our staff seriously and are continually improving the range of facilities and support available. UAL offers a huge range of benefits to staff. Some of these are wellbeing benefits such as family flexible policies, private medical insurance discounts, eye care vouchers and leisure discounts.

## **Family friendly policies**

UAL offers generous maternity, paternity and adoption leave packages which are more favourable than statutory requirements. Full details are available from Human Resources.

## **Work-life balance**

In tune with UAL's values, we are committed to helping our staff find a reasonable balance between working and non-working time. This allows to fully undertake family and caring responsibilities, and to enjoy leisure pursuits and other interests.

## **Eye care voucher scheme**

UAL offers staff, who use computers as a significant part of their work, access to the

university's eye care voucher scheme. Our chosen supplier for vouchers is Specsavers.

## **Flexible working**

UAL offers a number of supportive policies to aid work-life balance and create a family-friendly workplace. These include home-working and policies on special leave.

## **Employee assistance programme**

The university provides a confidential advisory and counselling service that is free to all UAL employees and their family household members. The service, which is provided through CiC and is available 24 hours a day, 7 days a week, covers legal, financial, consumer and personal advice – and is confidential.

## **Further Information**

If you have any questions about working at UAL or the application process, please contact Human Resources by telephone on +44(0)20 7514 6000.



**Human Resources, University of the Arts London, 272 High Holborn, London, WC1V 7EY  
Telephone +44(0)20 7514 6000**