

JOB DESCRIPTION AND PERSON SPECIFICATION	
Job Title: Senior Lecturer, Academic Practice	Accountable to: Course Leader, PgCert Academic Practice in Art, Design and Communication
Contract Length: Permanent	Hours per week/ FTE: 0.6
Salary: £48,534 - £58,474 (pro rata) per annum	Grade: 6
College/ Service: Teaching, Learning and Employability Exchange, Academic Development and Services	Location: High Holborn and across UAL sites
<p>Purpose of role:</p> <p>The Senior Lecturer is responsible for teaching, course development, and on-going scholarship in the Academic Practice programme in the Teaching and Learning and Employability Exchange. The post-holder will support our diverse postgraduate participants to draw upon, develop, theorise, critique, research, frame, articulate and document their own disciplinary contexts, knowledges and academic practices.</p> <p>The Senior Lecturer will work collaboratively with the Academic Practice programme team to develop pedagogy and the curriculum in innovative and critical directions. They will also design and deliver short staff development courses relating to strategically important aspects of creative education at UAL.</p> <p>The post-holder will be expected to undertake:</p> <ul style="list-style-type: none"> • Pedagogic and curriculum development that stimulate thought and practice in arts education, with the aim of promoting diversity and inclusivity. • Leading on the design and delivery of new short staff continuing professional development courses for the Teaching, Learning and Employability Exchange. • Teaching across the PgCert/MA Academic Practice programme, with a particular focus on research methodologies and methods. • Responsibility for a group of postgraduate students' intellectual stimulation, pastoral support, progress and attendance, as well as maintaining records and liaising with colleagues as appropriate. • Reviewing applications for AdvanceHE Fellowship. <p>The post-holder is expected to uphold and implement the policies and procedures of University of the Arts London and the Teaching, Learning and Employability Exchange.</p>	
<p>Duties and responsibilities:</p> <p><i>Teaching:</i></p> <ul style="list-style-type: none"> • To undertake teaching as appropriate to your areas of expertise and the subject areas of the Academic Practice programme and Teaching, Learning and Employability Exchange. • To lead on development and delivery of short staff development courses that support the enhancement of student experience at UAL. 	

- To teach across all units of the PgCert Academic Practice, including teaching, tutorial support and assessment.
- To teach across all units of the MA Academic Practice, including teaching, tutorial support and assessment.
- To supervise MA Academic Practice 'Major Project' unit participants (as related to expertise).
- To support the Reward and Recognition programme team by reviewing applications for AdvanceHE Fellowship.
- To stay abreast of research and other developments in educational development and arts education; and to ensure that these developments are reflected in the curriculum in consultation with colleagues and within the structures and mechanisms established by the University and the Teaching, Learning and Employability Exchange.
- To extend the level of subject expertise and critical understanding on the programme so as to keep the curriculum at the forefront of critical and professional practice and relevant to a diverse and international range of students.
- To conduct formative and summative assessment that is rigorous, fair and clear, and complies with the policies established by the University and the Teaching, Learning and Employability Exchange.
- To lead the organisation of assessment, with particular attention to formative assessment, at every stage ensuring the rigour and parity of the process.
- To provide both academic and pastoral support to students, monitoring progress and attendance, and maintaining appropriate records.

Professional

- To initiate or engage in pedagogic inquiry and teaching development as required with the specific focus of improving student engagement, experience, attainment and progression.
- To participate in the engagement of students in feedback processes, and to respond to the issues raised through this engagement in consultation with the programme team and course leaders.
- To devise and organise activities for the course team that contribute to the strategic development of the course design and pedagogy.
- In consultation with the Course Leaders, to liaise with other staff to enhance and extend the educational and creative links between the Academic Practice programme and other courses across the University.
- To deputise for the Course Leaders where appropriate.
- To undertake scholarly activity (including research, knowledge exchange or teaching) relevant to the subject.
- To contribute to the devising and delivery of activities (including income generation) which will benefit students' educational experience and graduate outcomes.

Quality, Management and Enhancement

- To contribute to strategic planning in relation to the course/programme in areas such as student recruitment, the deployment of resources, research and knowledge exchange.
- To lead curriculum design developments in the context of reapproval, in consultation with the Course Leaders, in order to further strategic objectives at course and department level.
- To contribute to the monitoring of the quality of teaching and learning through continuous course monitoring and to contribute to quality, management and enhancement activities across the Teaching, Learning and Employability Exchange and University.
- To be a member of the Programme Committee of the Course and of such other committees, including other Course Committees and Examination Boards, as the Director of Education requires.
- To represent the subject at College and University levels and externally, including acting as a consultant to other courses.

General

- 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 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 participants
- PgCert Course Leader
- Programme Director / MA Course Leader
- Academic Practice programme team (including Hourly Paid Lecturers)
- Head of Academic Practice
- Associate Deans of Learning and Teaching
- Programme Lead Administrator
- Student and Academic Support
- Language Centre
- Counselling Service

Specific Management Responsibilities:

Budgets: none

Staff: none

Other: none

Signed:



Date of last review: 22.10.22

(Recruiting Manager): Catherine Smith

Job Title: Senior Lecturer, Academic Practice

Grade: 6

Please make sure you provide evidence to demonstrate clearly how you meet these criteria.

Person Specification A=application I=interview S=selection task		
Specialist Knowledge/Qualifications	Expertise in teaching research methodology/methods (essential)	SIA
	Postgraduate degree in related subject area (essential)	A
	Teaching qualification in higher education teaching and learning (PgCert or equivalent) (essential)	A
	AdvanceHE Fellowship (essential)	A
	PhD or other higher level research degree (or near completion) (essential)	A
Teaching	Experience of staff development in a higher education environment.	AIS
	Experience of teaching & assessment in an arts higher education environment at postgraduate level (permanent, fractional, or hourly paid contract).	A
	Applies an inquiring, innovative and reflexive approach to teaching.	SI
	Considers and promotes equality, diversity and inclusivity in all aspects of teaching, assessment and scholarly practice.	IA
	Shows commitment to understanding the range of students' experiences within a course for their engagement and attainment.	IA
Leadership, management and teamwork	Design and leadership of curriculum development/delivery at unit/module level.	IA
	Collaborates and works effectively within team and across different professional groups.	IA
	Works effectively and respectfully with a wide range of people.	IA
	Fosters inclusive and constructive team work and problem-solving.	IA

Research, Knowledge Exchange and Professional Practice	<p>Evidence of research, knowledge exchange and/or professional practice that contributes to the advancement of practice-related research and is relevant to the goals of the programme, Teaching, Learning and Employability Exchange and University.</p> <p>Evidence of using contacts within subject peer group to develop partnerships or collaboration.</p>	<p>IA</p> <p>IA</p>
Planning and managing resources	Plans, prioritises and manages resources effectively to achieve objectives.	IA

Last updated: 22.10.2022