

JOB DESCRIPTION AND PERSON SPECIFICATION

Job Title: Lecturer in Creative Communications– School of Design and Technology **Accountable to:** Creative Director – School of Design & Technology

Contract Length: Permanent **Hours per week/FTE:** 0.4 **Weeks per year:** AYR

Salary: £38,694 - £46,423 pro rata pa **Grade:** 5

College/Service: London College of Fashion **Location:** 100 Curtain Road, London, EC2A 3AA and relocating to Stratford from 2023

Purpose of Role:

To undertake teaching, project management, curriculum development and research within the areas of design development and creative communication styles within the School of Design and Technology.

The role will see you working across the wide variety of creative and practical courses within the School, supporting student's development in regards to their communication and presentation skills base, thru physical and digital channels.

In addition you will work very closely with the Creative Director on new creative communication initiatives, such as: new collaborations and partnership projects, outreach projects, event concept, creation and curation, generating promotional assets such publicity materials from student and staff works within and around the school.

The person appointed will be accountable to the Dean of the School of Design & Technology through the Creative Director for the School of Design and Technology.

Duties and Responsibilities:

- To have extensive creative design development, presentation and communication skills applicable to the fashion industries and related media organisations. This must include physical and digital ways to create, collate and communicate, for example: researching, drawing, designing and promotion (Portfolio and CV). Digital routes must include knowledge of desktop, laptop and via mobile and tablet device programmes and apps, such as the Adobe suite, essentially Photoshop, illustrator and In-Design, and Premiere and after effects.
- 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, 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 and projects.
- 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, with specific knowledge of IT and CAD programmes used within the design development and communication/presentation processes.
- To attend course related meetings and examination boards as required.
- To provide support for the Creative Director in the management of projects and initiatives.
- To support the process of reviewing appropriate 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 liaise with the Creative Director to ensure quality and consistency of delivery across all courses.
- To support the Creative Director in the planning and development of the curriculum and teaching programme across the School.
- To secure productive contacts and links with external organisations, employers and agencies that will benefit students 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 and across different course levels.
- To undertake teaching and related activities overseas where assigned by the UAL.
- 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.

Key Working Relationships:

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

Creative Director, School of Design & Technology

Lecturer in Art and Drawing for Fashion

Lecturer in Colour and Textiles for Fashion

Course Leaders

Associate Lecturers

Events Team

IER

Fashion Industry and related industry

Specific Management Responsibilities

Budgets: No

Staff: No

Other: Accommodation and equipment as appropriate

Signed _____ Date of last review _____
(Recruiting Manager)

Job Title: Lecturer in Womenswear Design

Grade: 5

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 questions. 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	Degree qualification	A
	Creative Communications such as collating research expressing concepts, creating a portfolio, sketchbook, visual diary or page layout or presentation and promotion of work, using physical and digital techniques and teaching methodologies.	A
	Must be fluent in Photoshop, In-Design and main moving image computer packages such as Premiere and after effects.	A
	Should have a sound knowledge of Website design/ building, graphic design, typography, layout and hands on film making experience.	A
	Creatively and originally use social media tools to create and communicate through such as web, mobile and tablet apps and programmes.	A
	Post graduate qualification (desirable)	A
	Working with students or industry teams on the communication of process and final works through sketchbooks, visual diaries, portfolios social media profiles, websites, films etc.	A
	An excellent knowledge of creative research and concept creation, art, fashion, film, graphic and typographical design and communication.	A
	Experience in print and digital communication.	A
	A current and on-going professional practice that demonstrates the above.	A
	Industry media experience and connections.	A
	Fluent in Adobe illustrator and other design and other moving image computer packages (desirable).	A
	Able to draw, illustrate, communicate both technically and creatively by hand and in CAD (desirable).	A
	Experience in spatial and set design (desirable).	A
	Event planning and curation, technical creative promotional tools (desirable).	A

Teaching	Experience of teaching & assessment in a higher education environment (permanent, fractional, or hourly paid contract).	A
	Applies an inquiring, innovative and reflexive approach to teaching.	SI
	Considers equality, diversity and inclusivity in all aspects of teaching and assessment.	IA
	Shows commitment to understanding the range of students' experiences within a course.	IA
Leadership, management and teamwork	Collaborates and works effectively within team and across different professional groups.	IA
	Works effectively and respectfully with a wide range of people.	IA
Research, Knowledge Exchange and Professional Practice	Evidence of research, knowledge exchange and/ or professional practice that contributes to the advancement of Fashion and is relevant to the goals of the Programme, College and University.	IA A
	Evidence of using contacts within subject peer group to develop partnerships or collaboration.	IA
Planning and managing resources	Plans, prioritises and manages resources effectively to achieve objectives.	IA

Last Updated: 25/08/2020