

## JOB DESCRIPTION AND PERSON SPECIFICATION

**Job Title:** Lecturer in Construction Technology, Making and Live Building Projects

**Accountable to:** Course Leader BA Interior & Spatial Design

### **BA Interior & Spatial Design**

**Contract Length:** Permanent

**Hours per week/FTE:** 18.5, 0.5

**Weeks per year:** 52

**Salary:** £38,694 - £46,423 (potential for contribution pay up to £50,259) pro rata pa

**Grade:** 5

**College/Service:** Camberwell Chelsea Wimbledon

**Location:** Camberwell College of Art

### **Purpose of Role:**

The Lecturer in construction technology, making and live building projects is responsible for leading construction technology and live build and making project development on the BA Interior & Spatial Design Course and across the Material & Spatial Programme. You should have a high level of experience in sustainable construction technology and technical detailing for Spatial Design projects and experience in leading and developing live building and making projects.

The post-holder will be expected to:

- Advance live build and making projects on the BA Interior & Spatial Design Course
- Advance architectural technology and construction technology on the BA Interior & Spatial Design Course
- Work collaboratively within a course team, deploying specialist expertise to develop pedagogy and the curriculum in innovative and critical directions that stimulate thought and challenge the canon of Interior & Spatial Design
- have a commitment to addressing issues of race, diversity and social inclusion, and the climate emergency, through creative and innovative pedagogy and projects
- Monitor and review undergraduate students' progress and attendance, maintaining records and liaising with colleagues as appropriate

### **Duties and Responsibilities**

In consultation with the Programme Director, Course Leader, academic, administrative, managerial and technical colleagues (as appropriate) to:

#### ***Learning Teaching and Assessment***

- Ensure that the curriculum is relevant, current and consistent with the mission of the vision for the Course.
- Ensure that the delivery of the curriculum is organised in such a way as to be appropriate to the resources available and to the learning styles and developmental stages of the students concerned. Ensure that these methods are designed to be inclusive for a diverse body of students.
- To undertake teaching as appropriate to your areas of expertise and the subject areas of the Course and Programme
- To stay abreast of research and other developments in 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 College.

- To extend the level of subject expertise and critical understanding on the Course so as to keep the curriculum at the forefront of critical creative/professional practice
- To conduct assessment, formative and summative, which is rigorous, fair and clear and complies with the policies established by the University and the College.
- To provide academic support to students, monitoring progress and attendance, and maintaining appropriate records.

### **Academic**

- To take responsibility for leading the course sustainable construction technology curriculum, ensuring its currency and professional relevance, as well as the successful integration in key units
- To take responsibility for leading the course live build and making project curriculum, ensuring its currency and professional relevance, as well as the successful integration in key units.
- Contribute to the academic mission of the course and its implementation as a member of the team, ensuring clarity of identity, currency of subject agendas, relevance of learning methods and the fulfilment of appropriate standards at each level of study.
- To engage in pedagogic inquiry and teaching development as required with the specific focus of improving student engagement, experience and progression.
- In consultation with the Course Leader, to liaise with other staff to enhance and extend the educational and creative links between the Course and other courses across the Programme, College and University.
- To undertake scholarly activity (including research, knowledge exchange) relevant to the subject Digital and Coding Design Practices including roles and applications of digital tools to design processes and practices;
- To provide specialist advice and support to MSP and BA ISD Knowledge Exchange and/ or managers on contract and other matters relating to specific projects' scope of work.
- To personally contribute towards reducing the university's impact on the environment and support actions associated with the UAL Sustainability Manifesto (2016 – 2022).

### **Professional**

- To contribute to the devising and delivery of activities (including income generation) which will benefit students' educational experience and graduate outcomes.
- Establish and maintain appropriate dialogues and relationships with the subject community (academic, governmental and commercial) and its audiences, nationally and internationally, continually updating knowledge of national academic developments, subject and skills, and relevant industrial and technological developments for the benefit of the course, colleagues and students.
- Undertake research and/or professional practice to maintain your subject currency as part of own continuing professional development to ensure you maintain your position as a leader in your field, actively promoting and contributing to the professional and research profile of the

Programme, as an individual and through research groups and / or consultancy projects.

- Support and contribute to the Course, Programme, School, College and University's external profile.

### ***Quality Management and Enhancement***

- To participate in the engagement of students in feedback processes, and in consultation with the course team and course leader, respond to the issues raised through this engagement.
- To contribute to planning in relation to the course/programme in areas such as student recruitment, the deployment of resources, research and knowledge exchange
- To contribute to curriculum design developments in the context of revalidation, in consultation with the course leader, in order to further strategic objectives at course and college level
- To contribute to the monitoring of the quality of teaching and learning through continuous course monitoring
- To be a member of the Course Committee of the course and of such other committees, including other course committees and examination boards, as the Dean of School or Head of College require.
- To represent the subject at college and university levels and externally, including acting as a consultant to other courses
- To ensure the effective and efficient running of specified live projects on the Course and Programme towards achievement of Knowledge Exchange plans
- To manage project related contractual staff as necessary, delegating specific tasks. To coordinate project reports and partner updates, project related events and activities as planned.
- To introduce and maintain effective reporting and monitoring strategies for specified projects, keeping the appropriate partners, team members and wider networks informed
- To provide comprehensive support to Material and Spatial Practices and/ or Knowledge Exchange Managers, including deputising for them as required.

### ***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 Staff Charter and Dignity at Work Policy, promoting equality diversity and inclusion 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

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

- Students
- Programme Director, Course Leader & Course Team including Hourly Paid Lecturers
- Assistant Deans
- Programme Administration Manager
- Technical Staff
- Student and Academic Support
- Language Centre
- Counselling Service

**Specific Management Responsibilities**

**Budgets:** co-ordination of specified project budgets

**Staff:** contracted staff as required

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



17.12.20

Signed \_\_\_\_\_ Date of last review \_\_\_\_\_  
(Adrian Friend Programme Director Material & Spatial Practices):

**Job Title:** Live Projects Coordinator, BA Honours Interior & Spatial Design  
**Grade:** 5

**Person Specification**

Specialist Knowledge/ Qualifications	Project Coordination or Management knowledge (essential)
	MA in relevant subject area or equivalent experience (essential)
	Live Project and Sustainability knowledge and its application in education and / or industry (desirable)
Relevant Experience	Specialist project management expertise and proven ability to co-ordinate or manage defined resources and budgets
	Proven ability of day to day management of events, activities or programmes
	Proven ability of working independently and prioritising workloads
Communication Skills	Communicates effectively orally, in writing and/or using visual media.
Leadership and Management	Motivates and leads a team effectively, setting clear objectives to manage performance
Research, Teaching and Learning	Uses effective teaching, learning or professional practice to support excellent teaching, pedagogy and inclusivity
Professional Practice	Contributes to advancing professional practice/research or scholarly activity in own area of specialism
Planning and Managing Resources	Plans, prioritises and organises work to achieve objectives on time
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	Uses initiative or creativity to resolve problems

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

**Last updated: 17.12.2020**