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## Job Description and Person Specification

### Job Title – Senior Lecturer and Digital Lead Fashion/Fashion Communication

Job Description	
<b>College/Service</b> Central Saint Martins	<b>Location</b> Kings Cross
<b>Contract Length</b> Permanent	<b>Hours per week/FTE</b> 22.2 / 0.6
<b>Accountable to</b> Programme Director Fashion	<b>Weeks per year</b> Part Time
<b>Salary</b> £46,423 to £55,932 (pro rata) per annum	<b>Grade</b> 6

Job Description
<p><b>Purpose of role</b></p> <p>The <b>Digital Lead: Fashion/Fashion Communication</b> is responsible for academic leadership, teaching, curriculum development, and on-going scholarship in the area of Digital: Fashion/Fashion communication across the <b>Fashion Programme at Central Saint Martins</b>. The post-holder will work collaboratively within course teams, deploying specialist expertise to develop pedagogy and the curriculum in innovative and critical directions in relation to contemporary and future practices, and enable an accessible, equitable, inclusive and diverse learning and teaching environment.</p>

## Job Description

### Purpose of role

The post-holder will be expected to undertake –

- Responsibility for a year group of undergraduate/postgraduate students' pastoral support, progress and attendance, maintaining records and liaising with colleagues as appropriate.
- Pedagogic and curriculum development that stimulate thought and practice that challenge the canon of Digital: Fashion and Fashion Communication with the aim of promoting diversity and inclusivity.
- Expand the capacity of the course design to meet the need to lead and develop an inclusive curriculum in innovative and critical directions, in relation to contemporary and future practices in fashion/ fashion communication

This responsibility is of immediate strategic importance and may develop or change in the light of new priorities.

The post-holder is expected to uphold and implement the policies and procedures of University of the Arts London and the College.

### Duties and Responsibilities

Teaching:

- To undertake teaching as appropriate to your areas of expertise and the subject areas of the Course, Programme or College.
- To stay abreast of research and other developments in the inclusive pedagogy of arts and design education and to ensure that these developments are reflected in both the curriculum and in the evolution of the teaching and learning methods employed in the Programme in consultation with colleagues and within the structures and mechanisms established by the University and the College.

## Job Description

- 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 practice and relevant to a diverse range of students.
- 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 lead the organisation of assessment for stage 1/2/3 ensuring the rigour and parity of the process.
- To provide both academic and pastoral support to students, monitoring progress and attendance, and day to day course management, including delivery and development 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 and progression.
- 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.
- 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 or teaching) relevant to the subject of fashion/fashion communication
- To contribute to the devising and delivery of activities (including income generation) which will benefit students' educational experience and graduate outcomes and enhance the profile of the Programme and College.

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## Job Description

### 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 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 and to contribute to quality, management and enhancement activities across the School, College and University.
- 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 Academic Programmes or Head of College require.

### 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.

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- 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.

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

### Specific Management Responsibilities

- **Budgets:** Hourly paid academic staff and consumables budget as allocated
- **Staff:** Hourly paid academic staff
- **Other:** Office and studio accommodation and associated equipment.

Signed \_\_\_\_\_ (Recruiting Manager)

Date of last review May 2021 [Type in details]

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## Person Specification

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#### Grade - 6

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.

<b>Person Specification</b>		
<b>Means of Testing - A=application I=interview T=selection task</b>		
Specialist Knowledge/Qualifications	Undergraduate degree in Fashion/ Fashion Communication or associated subject.	A
	Higher degree (e.g. MA) in Fashion/ Fashion Communication or associated subject (Desirable).	A
	Teaching qualification (PG Cert or equivalent) (Desirable).	A
	Member of the Higher Education Academy (Desirable).	A
	A detailed knowledge and deep understanding of contemporary in Fashion / Fashion Communication processes and practices in relation to international in Fashion / Fashion Communication academic and industry contexts.	AI

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	<p>Experience of teaching &amp; assessment in a higher education environment (permanent, fractional, or hourly paid contract).</p>	A
	<p>Experience and fluency with online teaching platforms</p>	AI
Teaching	<p>Applies an inquiring, innovative and reflexive approach to teaching.</p>	TI
	<p>Considers equality, diversity and inclusivity in all aspects of teaching and assessment.</p>	IA
	<p>Shows commitment to understanding the range of students' experiences within a course.</p>	IA
Leadership, Management and Teamwork	<p>Academic leadership including the maintenance and enhancement of standards.</p>	IA
	<p>Motivates and leads a team effectively, communicating and setting clear objectives.</p>	IA
	<p>Collaborates and works effectively within team and across different professional groups.</p>	IA
	<p>Works effectively and respectfully with a wide range of people.</p>	IA
	<p>Fosters inclusive and constructive team work and problem-solving.</p>	IA

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<b>Person Specification</b>		
Research, Knowledge Exchange and Professional Practice	Evidence of research, knowledge exchange and/or professional practice that contributes to the advancement of Fashion/Fashion Communication activity, and is relevant to the goals of the Programme, College and University.	IA
	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