

**JOB DESCRIPTION AND PERSON SPECIFICATION**

**Job Title:** Lecturer in Psychology

**Accountable to:** Course Leader

**Contract Length:** 6 months fixed term contract in the first instance

**Hour per week/FTE:** 1 FTE

**Weeks per year:** AYR

**Salary:** £38,694 - £46,423 pa

**Grade:** 5

**College/Service:** London College of Fashion/  
Fashion Business School

**Location:** 20 John Princes Street, London, W1G 0BJ  
and moving to Stratford in 2023

**Purpose of Role:**

To undertake teaching, unit management, curriculum development and research in psychology applied to fashion, with a focus on quantitative data analysis.

**Duties and Responsibilities:**

- 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, assessing, 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.
- 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.
- To attend course related meetings and examination boards as required.
- To provide support for the Course Leader in the management of the programme of teaching and assessment.
- To support the process of reviewing relevant psychology 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 take responsibility as year tutor for student groups as required.
- To undertake general course management responsibilities including assessment, admissions and placements.
- To liaise with Course Leaders, Hourly Paid Lecturers and Technicians to ensure quality and consistency of delivery across all courses.
- To support the Course Leader in the planning and development of the curriculum and teaching programme.
- Undertake planned internal verification of assessments, providing feedback and guidance on best practice to tutors.
- Secure productive contacts and links with external organisations, employers and agencies that will benefit students on 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.
- 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.

- Course Leaders
- Programme Director
- Dean of School

**Specific Management Responsibilities**

**Budgets:** No

**Staff:** No

**Other** (e.g. accommodation; equipment): n/a

Signed Gabriela Daniels  
(Recruiting Manager)

The of last review 15 November 2020

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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	Completed Masters (essential)	A
	Completed/completing PhD in Psychology (desirable)	A
	Teaching at UG and/or PG levels in several of the following applied psychology in fashion subject fields: consumer psychology, business psychology, cognitive psychology, study skills and quantitative research methods.	A
	Membership of a recognised professional body or institute is 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 creative direction activity and is relevant to the goals of the Programme, College and University	IA A IA
	Evidence of using contacts within subject peer group to develop partnerships or collaboration	
Planning and managing resources	Plans, prioritises and manages resources effectively to achieve objectives	IA