

## JOB DESCRIPTION AND PERSON SPECIFICATION

<b>Job Title:</b> Senior Lecturer: Cultural and Historical Studies	<b>Accountable to:</b> Head of Cultural and Historical Studies
<b>Contract Length:</b> Permanent	<b>Hours per week / FTE:</b> 0.5 fte
<b>Salary:</b> £46,423 - £55,932 pro rata	<b>Grade:</b> 6
<b>College / Service:</b> London College of Fashion/School of Academic Development and Quality Assurance	<b>Location:</b> High Holborn
<p><b>Purpose of role:</b> The Senior Lecturer in Cultural and Historical Studies is responsible for teaching, curriculum development, and on-going scholarship as part of the Cultural and Historical Studies Department at London College of Fashion. The post-holder will work collaboratively within the Cultural and Historical Studies department and across the college, deploying specialist expertise to develop pedagogy and the curriculum in innovative and critical ways.</p> <p>The post-holder will be expected to undertake:</p> <ul style="list-style-type: none"> <li>• Pedagogic and curriculum development that stimulate thought and practice, recognising fashion as a dynamic global and transnational practice and promoting diversity and inclusivity.</li> <li>• Expand the capacity of the Cultural and Historical Studies curriculum across the college, with an emphasis on supporting students with their research and on-going development.</li> <li>• Support the organisation of the Cultural and Historical Studies Department and its future development</li> </ul> <p>This responsibility is of immediate strategic importance and may develop or change in the light of new priorities.</p> <p>The post-holder is expected to uphold and implement the policies and procedures of University of the Arts London and the College.</p>	
<p><b>Duties and responsibilities:</b></p> <p><i>Teaching:</i></p> <ul style="list-style-type: none"> <li>• To undertake teaching as appropriate to your areas of expertise and the subject areas of the Cultural and Historical Studies Department.</li> <li>• To stay abreast of research and other developments in Cultural Studies and Fashion 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.</li> <li>• To extend the level of subject expertise and critical understanding of Cultural and Historical Studies in a fashion context so as to keep the curriculum at the forefront of critical and creative practice and relevant to a diverse and international range of students.</li> <li>• To conduct assessment, formative and summative, which is rigorous, fair and clear and complies with the policies established by the University and the College.</li> <li>• To provide both academic and pastoral support to students, monitoring progress and attendance, and maintaining appropriate records.</li> </ul> <p><i>Professional</i></p> <ul style="list-style-type: none"> <li>• To initiate or engage in pedagogic inquiry and teaching development as required with the specific focus of improving student engagement, experience and progression.</li> <li>• To participate in the engagement of students in feedback processes, and in consultation with the Cultural and Historical Studies Department and Head of Department, respond to the issues raised through this engagement.</li> </ul>	

- To devise and coordinate activities for the Cultural and Historical Studies Department that contribute to its strategic development and its position within the college
- In consultation with the Head of Department, to liaise with other staff to enhance and extend the educational and creative links between Cultural and Historical Studies and other courses across the College and University.
- To undertake scholarly activity (including research, knowledge exchange or teaching) relevant to the critical concerns of the Cultural and Historical Studies Department and its teaching.
- 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 revalidation, in consultation with the Head of Department, 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 Course Committees and of such other committees, including examination boards and senior staff teams, 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

*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.

- Students
- Head of Department and staff within the Cultural and Historical Studies Department including Hourly Paid Lecturers
- Dean of Academic Strategy
- Programme Administration Manager
- Technical Staff
- Student and Academic Support
- Language Centre
- Counselling Service

**Specific Management Responsibilities**

- The post-holder will be responsible for senior level coordination and management duties to support the organisation of Cultural and Historical Studies teaching across the college.

Signed:

(Recruiting Manager):

Date of last review: 5.04.19

## Job Title: Senior Lecturer in Cultural and Historical Studies

### 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.

Person Specification A=application I=interview S=selection task		
Specialist Knowledge/Qualifications	Undergraduate degree in Fashion, Critical and/or Cultural Studies or associated subject.	A
	Higher degree (e.g. MA) in Fashion, Critical and/or Cultural Studies or associated subject (desirable).	A
	PhD or Higher level research degree (desirable).	A
	Teaching qualification (PG Cert or equivalent) (desirable).	A
	Member of the Higher Education Academy (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.	IS
	Applies own research and/or practice to develop curriculum and assessment practices	IAS
	Considers equality, diversity and inclusivity in all aspects of teaching and assessment.	IAS
	Shows commitment to understanding the range of students' experiences within a course.	IAS
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
	Fosters inclusive and constructive team work and problem-solving.	IA

Research, Knowledge Exchange and Professional Practice	Engagement with research, knowledge exchange and/ or professional practice that contributes to the advancement of Fashion Critical and Cultural Studies 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

**Last Updated: 26.04.2019**