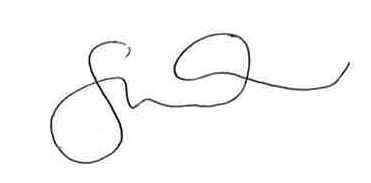


|  |  |  |  |
| --- | --- | --- | --- |
| JOB DESCRIPTION | | | |
| **Job Title**: Senior Lecturer: Academic Enhancement Model (LCC) | | **Accountable to**: Dean of Learning and Teaching Enhancement (with dotted line to LCC Associate Dean Learning and Teaching) | |
| **Contract Length**: Permanent | **Hours per week/FTE**: 1 FTE | | **Weeks per year**: **52** |
| **Salary**: £45,603 - £54,943 | | **Grade**: 6 | |
| **College/Service**: Based in College working with both the Teaching and Learning Exchange and the College Associate Dean Learning and Teaching | | **Location**: LCC and High Holborn | |
| **Purpose of Role:**  To lead the implementation and development of UAL’s Academic Enhancement Model, which aims to improve student experience and attainment through a new programme of interventions that support course team delivery.  As part of a team of four College-based specialists you will work collectively and individually with colleagues in the Teaching and Learning Exchange, Academic Registry and LCC to enable courses to improve their performance and KPIs. Each year the post holder will work with an agreed number of undergraduate courses (approximately half the undergraduate courses at LCC). The post holder will also support the range of work undertaken by the Exchange, providing an important link between the Exchange and the College.  The ideal candidate will have experience of working on academic enhancement projects with a focus on improving the experience and attainment of students. | | | |
| **Duties and Responsibilities** To lead the implementation of the Academic Enhancement Model within LCC, supported by the Exchange, working to agreed enhancement strategies.To deliver a series of enhancement events each year which bring together course teams (including academic staff, associate lecturers, technicians, students, administrative staff, academic support etc) to review courses in the light of key data sets, identify strengths and weaknesses, and produce a plan for improvement.To work in partnership with College colleagues and course teams to support the delivery of the agreed improvement plans.To promote AEM to ensure high levels of understanding and engagement by working with college colleagues to timetable events and secure attendance.To work with the Exchange to develop and deliver Course Leader mentoring and associated staff development events to support course improvement.To work as a specialist team with the post holders in other Colleges to identify cross-cutting themes for the University to address, provide regular reporting on the success of the programme interventions and deliver enhancement events as required.To work with University communications teams as appropriate to ensure key successes are shared and communicated effectively.To teach (as appropriate to expertise) in the Exchange and/or College.To support the enhancement work of both the Exchange and Colleges, to enable coordination and the effective use of resources.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 personally contribute towards reducing the university’s impact on the environment and support actions associated with the UAL Sustainability Manifesto (2016 – 2022)  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.  * College Deans at LCC * Associate Deans at LCC * Teaching and Learning Exchange staff * Academic Registry * Programme Administration Managers * Quality teams * Students’ Union | | | |
| **Specific Management Responsibilities** **Budgets**:  **Staff**:  **Other** | | | |

Signed  Date of last review October 2018

(Recruiting Manager)

**Job Title: Senior Lecturer: Academic Enhancement Model**.

London College of Communication at UAL

**Grade: 6**

|  |  |
| --- | --- |
| Person Specification | |
| Specialist Knowledge/Qualifications | Knowledge of effective approaches to improving student academic experience  Knowledge of quality enhancement approaches within higher education  Post graduate qualification  Understanding of NSS and attainment differentials  Preferably Fellow or Senior Fellow of HEA |
| Relevant Experience | Experienced teacher and/or academic leader with track record delivering excellent student experience  Experience analysing data to direct enhancement activity  Experience supporting course teams in enhancement projects (with a focus on NSS, attainment differentials and retention) |
| Communication Skills | Communicates effectively orally and in writing adapting the message for a diverse audience in an inclusive and accessible way |
| Leadership and Management | Motivates and coordinates teams effectively, setting clear objectives to manage performance |
| Research, Teaching and Learning | Applies innovative approaches to leading teaching, learning or professional practice to support excellent teaching, pedagogy and inclusivity  Applies own research and enquiry to develop learning and assessment practice |
| Professional Practice | Contributes to advancing professional practice/research or scholarly activity in own area of specialism |
| Planning and managing resources | Plans, prioritises and manages resources effectively to achieve long term Academic Enhancement Model objectives |
| Teamwork | Builds effective teams, networks or communities of practice and fosters constructive cross team collaboration |
| Student experience or customer service | Contributes to improving or adapting provision to enhance the student experience |
| Creativity, Innovation and Problem Solving | Suggests practical solutions to new or unique 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: October 2018**