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Job Description and Person Specification

Lecturer in Responsible Design

Job Description	
College/Service London College of Communication	**Location** Elephant and Castle
Contract Length Permanent	**Hours per week/FTE** 22.2 / 0.6
Accountable to Course Leader, BA Graphic and Media Design	**Weeks per year** 52
Salary £23,216.40 - £27,853.80 p.a. (£38,694-£46,423 p.a. pro rata)	**Grade** 5

Purpose of role

The Lecturer Responsible Design will lead and support the development of curricula and teaching across the programme that is socially and ecologically responsible and challenges the community of practice in questioning assumptions, embedding responsible practices and critiquing graphic design, design more broadly and visual culture. In teaching, the Lecturer will work with students developing projects related to socially and ecologically responsible design, design justice, decolonisation and critical practice as well as leading on briefs, units and projects relevant to their expertise. *This role will primarily be based in BA Graphic Media Design (0.4) with the remaining time (0.2) across the programme including postgraduate level in agreement with the Programme Director.*

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Purpose of role

The post-holder, as part of the teaching team, will be expected to undertake –

- Undertake delivery and development of a distinctive approach to responsible design practices across the course content at postgraduate level.
- Developing responsible design projects, practices, teaching, knowledge exchange and research across the programme and subjects of graphic design and visual communication.
- Contribute to and take responsibility for the student-centred learning, teaching and assessment delivery, providing academic and pastoral support as necessary, monitoring student progress, supporting student transition and maintaining appropriate records.
- Undertake pedagogic and curriculum development that stimulate thought and practice, challenging the canon of visual communication and broadening theories and practices with the aim of promoting diversity and inclusivity.
- Insight and feedback on portfolio development and quality changes across the programme and school.
- Engagement with school and college level activities related to socially and ecologically responsible design.
- 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.

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Duties and Responsibilities
Teaching
• Deliver teaching across BA Graphic Media Design and other courses as relevant.
• 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 relevant practices as they shape creative 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.

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- 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 and professional practice and relevant to a diverse and international 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 provide both academic and pastoral support to students, monitoring progress and attendance, 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 graphic design and visual communication and their role in responding to calls for climate action and social justice.
- 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.

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- 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 School 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.
- To personally contribute towards reducing the university's impact on the environment and support actions associated with the UAL Sustainability Manifesto (2016 – 2022).

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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
- Associate Deans
- Programme Administration Manager
- Technical Staff
- Student and Academic Support
- Language Centre
- Counselling Service

Specific Management Responsibilities

- Visiting Practitioners
- Guest Speakers

(Recruiting Manager)

Signed _T. Rw_

Date of last review 19/04/2021

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Job Title – Lecturer in Responsible Design

Grade - 5

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		
Means of testing - A=application I=interview T=selection task		
Specialist Knowledge/Qualifications	Undergraduate degree in Graphic Design, similar field or equivalent experience.	A
	Knowledge and familiarity with design principles, interdisciplinary practices, and contemporary visualisation methods and techniques within culturally defined contexts	A
	Teaching qualification (PG Cert or equivalent) (Desirable).	A
	Has knowledge and critical understanding of the social, cultural, environmental, political and economic issues that shape contemporary design practices and theoretical discourses.	I
Teaching	Experience of teaching & assessment in a higher education environment (permanent, fractional, or hourly paid contract).	A I

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	Applies an inquiring, innovative and reflexive approach to teaching.	I T
	Considers equality, diversity and inclusivity in all aspects of teaching and assessment.	I
	Shows commitment to understanding the range of students' experiences within a course.	T
Leadership, Management and Teamwork	Collaborates and works effectively within team and across different professional groups.	A I
	Works effectively and respectfully with a wide range of people.	A I
Research, Knowledge Exchange and Professional Practice	Evidence of research, knowledge exchange and/or professional practice that is relevant to the goals of the subject, Programme, College and University.	I
	Has experience of working with professional and academic stakeholders on collaborative projects.	A I
Planning and Managing Resources	Plans, prioritises and manages resources effectively to achieve objectives.	A

Last Updated: 19.04.2021

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