

## University Teacher Foundation Art & Design [Fine Art]

REQ210643

**As part of the University's ongoing commitment to redeployment, please note that this vacancy may be withdrawn at any stage of the recruitment process if a suitable redeployee is identified.**

Art and Design at Loughborough is currently ranked 28<sup>th</sup> in the QS World Rankings (2020) and 2<sup>nd</sup> in the UK (*The Times Good University Guide 2016*, *The Complete University Guide 2017*).

This excellent international and national reputation in Art and Design is the result of the sustained high-quality research and teaching of its well-established and dedicated team. The Foundation programme has developed many professional and academic associations with the Creative Industries via external projects, industry links, staff research, exhibitions and work placements.

### Job Description

**Job Grade: SSA Grade 6 [0.5FTE]**

#### Job Purpose

Under the SSA Contract, the Postholder will undertake teaching and enterprise activities.

**The teaching identified for this post is related to Art and Design at Foundation Level.**

### DUTIES

#### Teaching

- To carry out teaching activities under the direction of the Programme Director, and inspire Foundation students and to conduct associated assessments.
- To prepare for FE teaching by developing an understanding of the content, learning outcomes, descriptors, UAL criteria, and modes of delivery for the relevant projects, presentations and studio sessions.
- To research around the taught curriculum, delivering and adapting content from existing materials and methods where appropriate.
- To prepare course materials and ensure that information is available to students in advance of the course and taught sessions.
- To support and maintain student records and document progress
- To deliver teaching including individual and group tutorials, seminars and lectures.
- To be available for tutorial support with students at specified times.
- To undertake assessment under the direction of the Programme Director
- To attend programme meetings and work collegiately as part of a Programme team.
- To develop flexible teaching practices across specialism pathways to support Foundation teaching across the programme and facilitate flexibility to support shifts in student pathway numbers.

## **Enterprise**

- To engage with business, public and voluntary organisations through knowledge exchange activities such as student projects and placements, consultancy and specialist training.
- To create social, cultural and economic impacts from academic activity

## **Points To Note**

The purpose of this job description is to indicate the general level of duties and responsibility of the post. The detailed duties may vary from time to time without changing the general character or level of responsibility entailed.

## **Special Conditions**

To support the academic function within the School by undertaking other internal and external duties, including marketing, representation of the subject at recruitment events and industry collaboration under the guidance of the Programme Director/Dean and/or appropriate members of the School Management Team.

Support School Open Days and Outreach Activities. This includes Interviewing applicants to the course, reviewing portfolio submissions and Organising visits and speakers as appropriate.

All staff have a statutory responsibility to take reasonable care of themselves, others and the environment and to prevent harm by their acts or omissions. All staff are therefore required to adhere to the University's Health, Safety and Environmental Policy & Procedures.

All staff should hold a duty and commitment to observing the University's Equality & Diversity policy and procedures at all times. Duties must be carried out in accordance with relevant Equality & Diversity legislation and University policies/procedures.

Successful completion of probation will be dependent on attendance at the University's mandatory courses which include Respecting Diversity and, where appropriate, Recruitment and Selection.

DBS processing will be required on offer of appointment

## **Organisational Responsibility**

Reports to: Dean of the School / Programme Director

Responsible for: N/A

## Person Specification

Your application will be reviewed against the essential and desirable criteria listed below. Applicants are strongly advised to explicitly state and evidence how they meet each of the essential (and desirable) criteria in their application. Stages of assessment are as follows:

- 1 – Application
- 2 – Test/Assessment Centre/Presentation
- 3 – Interview

### Essential Criteria

Area	Criteria	Stage
Experience	<p>Good track record and experience of teaching in the FE/HE environment.</p> <p>Experience of working in the field of contemporary Fine Art practice in a teaching and professional context.</p> <p>In-depth knowledge of the UCAS application process and specialist knowledge of the Foundation curriculum.</p>	1
Skills and abilities	<p>Ability to work independently and on own initiative.</p> <p>Excellent team working skills</p> <p>Very good attention to detail.</p> <p>Excellent organisational skills.</p> <p>Flexible approach to working and an ability to prioritise tasks, with a capability of working under pressure to meet deadlines.</p> <p>Good written and verbal interpersonal and communication skills.</p> <p>Competent IT skills with particular reference to Microsoft Word, PowerPoint, Excel, Outlook and TEAMS</p>	1,3
Training	<p>Commitment to and evidence of continuing professional development.</p>	1,3
Qualifications	<p>Degree or Equivalent in specialist practice.</p> <p>PGCE or equivalent Learning &amp; Teaching qualification desirable.</p>	1
Other	<p>Commitment to observing the University's Equal Opportunities policy at all times.</p> <p>A flexible approach to allocated teaching hours in line with the curriculum and term time teaching/assessment periods.</p> <p>A flexible approach to parallel &amp; blended / in-person &amp; remote / studio &amp; TEAMS teaching + tutorial sessions and the development of appropriate skills within Learning &amp; Teaching techniques to support Foundation programme &amp; student needs</p>	1,3

### Conditions of Service

The position is part-time [0.5FTE]. Salary will be on SSA Grade 6 £30,942 to £40,322 pro rata per annum, at a starting salary to be confirmed on offer of appointment.

The appointment will be subject to the University's normal Terms and Conditions of Employment for Grade 6 and above staff, details of which can be found [here](#).

The University is committed to enabling staff to maintain a healthy work-home balance and has a number of family-friendly policies which are available at <http://www.lboro.ac.uk/services/hr/a-z/family-leave-policy-and-procedure---page.html>.

We also offer an on-campus nursery with subsidised places, subsidised places at local holiday clubs and a childcare voucher scheme (further details are available at: <http://www.lboro.ac.uk/services/hr/a-z/childcare-information---page.html>)

In addition, the University is supportive, wherever possible, of flexible working arrangements. We also strive to create a culture that supports equality and celebrates diversity throughout the campus. The University holds a Bronze Athena SWAN award which recognises the importance of support for women at all stages of their academic career. For further information on Athena SWAN see <http://www.lboro.ac.uk/services/hr/athena-swan/>