

Technical Tutor (Creative Arts, Fine Art Printmaking and Textiles Dye and Print)

Job Ref: REQ241133

As part of the University's ongoing commitment to redeployment, please note that this vacancy may be withdrawn at any stage of the recruitment process if a suitable redeployee is identified.

Loughborough University's Technician Commitment

Loughborough University is a signatory of the national Technician Commitment Scheme which pledges to ensure the visibility, recognition, career development and sustainability of their technical staff. The successful candidate will therefore be joining a thriving and visible community of staff with opportunities for collaboration and networking, and a clearly defined career pathway against which they can map and plan their own professional development and career progression.

School summary

The postholder will work in the Creative Arts, within the School of Design and Creative Arts. The School of Design and Creative Arts at Loughborough is one of the premier schools in the UK and has a strong international reputation.

Job Description

Job Grade: Grade 6, Technical Teaching and Specialist (TTS)

Job Purpose

The postholder will support the delivery and enhancement of high-quality technical teaching and learning activities within the School, ensuring effective equipment and resource management in technical teaching facilities and managing technical staff where required. This role is critical in creating a safe, compliant, and engaging environment for students and staff, with a focus on providing practical instruction, managing teaching facilities, and fostering continuous professional development for technical staff in their teaching activities.

The postholder will be a seasoned specialist, knowledgeable and skilled in a range of print related areas to include fine art printmaking, as well as screenprint and coloration for textiles: printing with binders, dyes, and in repeat, and using fibre-reactive and acid dyes for fabric and yarns.

Job Duties

- Coordinate technical operations across Textiles and Fine Art Print, ensuring that teaching facilities and equipment are maintained, and updated as required, to provide an effective learning environment for students.
- Implement and enforce Health and Safety regulations within the teaching facilities you have responsibility for, ensuring that staff, students, and equipment operate in compliance with safety standards and escalating issues when necessary.
- Oversee the procurement and maintenance of teaching equipment, including traditional screen printing equipment, print presses, exposure units, screens and consumables for textiles printing and dyeing and fine art printmaking, ensuring resources are available, functional, and compliant with School guidelines and budget constraints.

- Ensure that complex technical information is communicated clearly and engagingly to diverse audiences and maintain effective communications with colleagues.
- Coordinate the development and maintenance of technical documentation for example teaching packs, safe systems of work, risk/COSHH assessments and recipes to ensure effective and consistent delivery of technical teaching and learning activities.
- Collaborate with academic staff to contribute to curriculum design and the enhancement of technical activities required to deliver module and programme aims.
- Provide technical support for student outreach activities, including open days, visit days and other outreach activities, ensuring the effective presentation of the School's learning and teaching capabilities.
- Line manage and/or supervise the work of technical staff at lower grades who work in your specialist workshops, fostering a collaborative work environment in line with learning and teaching objectives. Escalate staffing issues to the Technical Manager as required.
- Identify technical teaching issues and staff-related concerns that arise, escalating them to the Technical Manager when appropriate and offering informed solutions.
- Engage in role-specific training and development, such as teaching qualifications, to ensure continued personal and team growth and development.
- Work in support of Degree Show installation and associated public visit days and other off campus graduate shows, when required and as part of a wider team.
- Undertake other general tasks and duties, commensurate with the level of the position, as directed by the Line Manager.

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

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.

Organisational Responsibility

Reports to: Senior Technical Officer

Responsible for: May be responsible for technical Instructors and technicians within the team

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	Experience of providing teaching and learning support to students, for example theoretical teaching and practical demonstrations & instruction (including in the safe use of equipment).	1,3
	Experience of applying and co-ordinating relevant processes and techniques used to support the delivery of the School's learning and teaching outcomes, including a variety of printmaking and papermaking techniques, textiles practices such as dye for fabric and yarn and screen printing for textiles using dye, binders, speciality additives and printing in repeat.	1,3
	Experience of running the effective delivery of teaching laboratories, workshops and other facilities.	1,3
	Experience of working effectively and collegiately with internal and external stakeholders at all levels.	1,3
	Experience of working with other technical colleagues to ensure the effective and safe operation, maintenance and upgrade of teaching equipment.	1,3
	Experience of ensuring that correct Health, Safety and wellbeing procedures and practices are being followed by all stakeholders working in your specialist area.	1,3
	Experience of ensuring compliance with relevant standards and regulations, including COSHH, Non-Ionising radiation, Manual handling and PUWER	1,3
	Experience of using office-based and specialist software, including Microsoft office and the Adobe Suite (Illustrator, Photoshop)	1,3
	Experience of using and maintaining specialist printing equipment, software and processes, including/specifically intaglio, lino, etching, letterpress, aquatint, screenprint, acid and fibre-reactive dye, fabric steaming, exposure units, screen processing.	1,3
Skills and abilities	Demonstrable skills in the techniques, technologies, processes, and applications associated with printmaking and textile dying and print.	1,2,3
	Skilled in the areas of acid and fibre-reactive dyes for fabric and yarn, and in print pastes, screen printing for textiles and in repeat.	
	Preparing screens and creating imagery digitally & by hand.	
	Demonstrable skills in employing a variety of techniques to produce anything from simple one-off mono-prints to complex, multicolour editions.	
	Ability to use good communication and interpersonal skills to work effectively with a range of stakeholders.	1,2,3
	Ability and passion for communicating specialist knowledge and complex information in an effective and engaging way to a range of audiences, specifically in the area of printmaking, textiles dying and printing.	1,2,3
	Ability to contribute to the assessment of student work.	1,3
	Ability to work efficiently and accurately, planning and prioritising your own workload to deliver tasks within agreed timescales.	1,2,3
	Ability to work independently, apply your own initiative, be self-motivated and lead own workload, projects and teams.	1,3

	Ability to establish, develop and maintain effective teaching related documentation.	1,2,3
	Ability to provide input into curriculum design and/or the design of technical activities to support teaching.	1,3
	Ability to liaise with School leadership teams and academic colleagues to effectively translate learning and teaching aims into technical outputs.	1,3
Training	Proven commitment to ongoing professional development, including mandatory and role-specific training.	1,3
	Willingness to take on wider University roles on behalf of the School/Service, such as Health & Safety or other roles.	1,3
Equity, Diversity and Inclusion (EDI)	Commitment to understanding EDI challenges and observing University EDI guidelines.	1,3
Qualifications	Level 4, or equivalent qualification, in a relevant subject, including but not limited to: Certificate of higher education (CertHE), Higher apprenticeship, Higher national certificate (HNC), Level 4 award, Level 4 certificate, Level 4 diploma, Level 4 NVQ <i>While a Level 4, or equivalent, qualification is preferred, we recognise the value of practical and 'real-world' knowledge and expertise, therefore candidates with a strong industry track record will be considered based on their demonstrated skills, achievements, and contributions to the field.</i>	1
	Willingness to work towards a teaching qualification	1
	For creative subjects, qualifications and experience are often based in a degree level qualification in a related subject e.g Fine Art or Textiles Print Design	1
Other	Willingness to provide support for events, such as University open and visit days (occasional Saturday working may be required).	1,3
	Willingness to support the installation and takedown of annual degree shows and public visit days associated with the event.	
	Willingness to travel for work purposes, such as field trips or graduate shows off campus.	1,3

Desirable Criteria

Area	Criteria	Stage
Experience	Experience of co-ordinating or supervising the work of others to achieve successful outputs and outcomes.	1,3
	Experience of working with the processing and testing of samples and materials related to printing and dyeing processes.	1,3
	Skilled in the processes of, Papermaking, Bookbinding, Digital printing and non-toxic print processes.	1,3
Skills and abilities	Personal research agenda and/or professional practice within the field of printmaking/textiles dyeing and/or print.	1,2,3
Other	Current driving license (to meet University requirements for driving University/hired vehicles).	1,3

Conditions of Service

The position is **full time** and **fixed term** for 6 months. Salary will be on the **Technical Teaching and Specialist** job family at **Grade 6**, £34,866 - £45,163 per annum, at a starting salary to be confirmed on offer of appointment. The appointment will be subject to the University's Terms and Conditions of Employment for staff grades 6 and above, which can be found at: <https://www.lboro.ac.uk/services/hr/conditions-of-service/>.

The University is committed to enabling staff to maintain a healthy work-home balance and has a number of family-friendly policies which can be found at: <http://www.lboro.ac.uk/services/hr/support/>

The University offers a wide range of employee benefits, which can be found at: <http://www.lboro.ac.uk/services/hr/benefits/>

We also offer an on-campus nursery with subsidised places, subsidised places at local holiday clubs and a childcare voucher scheme, which can be found at: <https://www.lboro.ac.uk/services/hr/topics/childcare-support/>

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. Further information on Athena SWAN can be found at: <http://www.lboro.ac.uk/services/hr/athena-swan/>