

## SENIOR DESIGN TUTOR IN ARCHITECTURE

Job Ref: REQ250660

**As part of the University's ongoing commitment to redeployment, please note that this vacancy may be withdrawn at any stage of the recruitment process if a suitable redeployee is identified.**

The School of Architecture, Building and Civil Engineering is seeking an outstanding colleague for this two day a week, term time only, teaching and scholarship role on its highly regarded undergraduate degree programme in Architecture. The programme builds on the University's heritage in design and making, with some of its earliest pedagogical philosophies taking in 'training on production' and 'learning through doing'. The architect-maker ethos is embedded throughout our teaching and is celebrated in the design and production of an annual pavilion, a 'live' school design project, artistic installations and annual summer school workshops with international collaborators. This is an exciting opportunity for you to help us deliver an outstanding student experience. Formulating project briefs and module content will require knowledge of the substantive content, underpinning methodologies, as well as assessment procedures and good practice. The post holder will work closely with Academic staff to develop a high-quality pedagogy that ensures the programme is delivered to a high standard.

We are looking for a trained architect, ideally professionally qualified, with practical experience of working in architectural practice. Applicants with additional experience or knowledge in one or more of the following architecture areas are particularly encouraged to apply: Architectural technology (materials, construction, structures), Design theory and practice (design studio), Cultural context (history and theory) and Professional Practice.

The successful appointee will join the School's architecture group, the members of which have a wide range of interests that include: urban theory and studies, material and construction technology, design practice and climate based daylight modelling.

### Job Description

#### Job Grade:

Specialist and Supporting Academic (Teaching) Grade 7

The position is 0.25 FTE pro rata which is 2 days per week, 8 hours per day and is term-time only (for 30 weeks). Annual leave will be accrued at the end of the year and paid in addition to the 0.25 FTE salary. Salary will be in the Specialist and Supporting Academic Grade SSA7, £46,735 - £55,755 pro rata per annum, at a starting salary to be confirmed on offer of appointment.

**Job Purpose**

To contribute to and enhance the teaching and enterprise activities of the School of Architecture, Building and Civil Engineering in the area of architecture.

**Job Duties****Teaching**

- To work with colleagues in the School to deliver an exceptional learning environment for students.
- To teach and inspire undergraduate and post-graduate students.
- To prepare, deliver and assess within a range of architecture modules, this may include studio-based teaching, lectures, seminars, workshops, labs and practical sessions.
- To provide occasional academic and pastoral support to primarily undergraduate campus-based students.
- To promote the use of a range of innovative methods and techniques in teaching, learning and assessment where appropriate.
- To supervise undergraduate and post-graduate taught dissertation students.
- To engage in the evaluation and development of modules for which you have responsibility, in terms of content, delivery and assessment.
- To be responsible for the design and content of specific areas of teaching and learning within the School's undergraduate campus-based learning programmes, commensurate with a 0.28 FTE role.
- To cooperate with colleagues in the continuous review and development of the School's Architecture programmes.

**Enterprise**

- To engage with business, public and voluntary organisations through knowledge exchange activities such as student projects and placements, technology transfer collaboration, short courses and consultancy.
- To engage with architectural practices to support student placements and engagement with the course – e.g. studio reviews, guest lectures, office or site visits.
- To create social, cultural and economic impacts from academic activity.
- To seek external funding in support of these activities.

**Related Activities and Functions**

- To work effectively with relevant administrative, technical and academic staff across the University.
- To carry out specific administrative roles and functions as may be reasonably required; this may include, module leader, personal tutor or undertaking student placement visits.
- To engage in training programmes in the University (e.g. through Staff Development and Centre for Academic Practice) which are consistent with your needs and aspirations and those of the School.
- To undertake such other duties as may be reasonably requested and that are commensurate with the nature and grade of the post.
- To engage fully with the annual Performance and Development Review (PDR) process.

**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 the Dean of School.

Dotted line responsibility to the Architecture Group Lead.

## 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	Background in architecture with specific and current expertise relevant to the role.	1,2,3
	Experience of working in an architecture practice including undertaking architectural design.	1,2,3
	Experience of working in a high-quality academic teaching/research, or industry environment.	1
	Experience of teaching and assessment of students at undergraduate level or equivalent supervisory experience.	1,3
	Experience of successfully supervising undergraduate dissertation projects and developing the capacity of students (or equivalent with company staff).	1,3
	Experience of significant administrative or managerial activities in HE or architectural practice.	1,3
Skills and abilities	Ability to teach and supervise undergraduate students in architecture including design studio teaching, labs and practical sessions.	1,2
	Ability to provide high quality tutorial and pastoral advice to students.	1
	Ability to work independently, within or leading a team.	1,3
	Ability to identify potential social / cultural / economic impacts from professional activity.	2,3
	Excellent communication and interpersonal skills.	2
	Excellent IT skills	1
Training	Commitment to and evidence of continuing professional development.	1,3
	Adopt new procedures as and when required.	1
Qualifications	An outstanding educational profile up to and including first degree and/or Masters in Architecture or a related discipline.	1
Other	Commitment to observing the University's Equal Opportunities policy at all times.	1,3

### Desirable Criteria

Area	Criteria	Stage
Experience	Experience of working in, or in collaboration with, business or the third sector.	1
Skills and abilities	Ability to take part in module and programme development.	3
	Knowledge of the challenges faced in UK HE.	1
Qualifications	Achieved or progressing towards appropriate professional status.	1

## Conditions of Service

The position is 0.25 FTE pro rata which is 2 days per week, 8 hours per day and is term-time only (for 30 weeks). Annual leave will be accrued at the end of the year and paid in addition to the 0.25 FTE salary, further information can be found [here](#). Salary will be in the Specialist and Supporting Academic Grade SSA7, £46,735 - £55,755 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 Academic and Related 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/>

