



## Job Description

**POST TITLE:** Lecturer (Lecturer Pool) - BA (Hons) Fine Art

**REPORTING TO:** Course Leader

---

### MAIN PURPOSE OF THE POST

To provide teaching as appropriate across our provision delivering schemes of work accordingly.

### MAIN DUTIES:

1. To undertake teaching to an agreed timetable/framework as required for each assignment;
2. To provide and deliver a high-quality learning experience to students on the course(s) on which you are teaching in a variety of settings using a variety of methods, ensuring that the scheme of work is comprehensive;
3. Where appropriate to assess student work and provide high quality feedback both formative and summative according to the University's framework.
4. Where appropriate assist in developing curricular such that it meets the needs of a diverse range of students including international students as required;
5. To ensure that University procedures around students are followed and referred to the Course Leader;
6. To ensure where necessary student induction processes are followed according to procedures and guidelines, in collaboration with the course team;
7. To participate in the University's Quality Assessment processes and procedures.
8. To adhere to and actively support the University's Health and Safety policy and procedures.

### Other

1. To comply with all University policies and procedures.
2. In the context of the University and personal development to carry out any other duties that are commensurate with the post as directed by the line manager
3. Promoting the University's commitment to Internationalisation.
4. To actively support and engage with all aspects of the Sustainability Framework to assist in establishing the University as a sustainability leader.

## PERSON SPECIFICATION

| Criteria                                                                                                                | Essential or Desirable | Method of assessment         |
|-------------------------------------------------------------------------------------------------------------------------|------------------------|------------------------------|
| <b>Qualifications</b>                                                                                                   |                        |                              |
| A degree in a relevant area                                                                                             | Essential              | Application Form/Certificate |
| A Master's degree or studying towards one                                                                               | Desirable              | Application Form/Certificate |
| <b>Skills/Knowledge</b>                                                                                                 |                        |                              |
| Knowledge and expertise in Fine Art as a contemporary practitioner, industry professional or educator                   | Essential              | Application Form/Interview   |
| Good verbal and written communication skills                                                                            | Essential              | Application Form/Interview   |
| Excellent administrative, organising and prioritising skills                                                            | Essential              | Application Form/Interview   |
| Relevant IT skills which will enable you to undertake this role                                                         | Essential              | Application Form/Interview   |
| <b>Experience</b>                                                                                                       |                        |                              |
| Relevant teaching experience, including curriculum planning, tracking student progress, pastoral support and assessment | Desirable              | Application Form/Interview   |
| Experience of administration duties with relevant transferable skills                                                   | Essential              | Application Form/Interview   |
| Knowledge / experience of a discipline in an international context                                                      | Desirable              | Application Form             |
| Evidence of recent and relevant practice based research / enterprise activity                                           | Desirable              | Application Form             |

This job description may be reviewed on an annual basis.