

Candidate Information

Position:	Lecturer in Creative and Cultural Industries Management
School/Department:	School of Arts, English and Languages
Reference:	18/106766
Closing Date:	Monday 17 September 2018
Salary:	£36,261 - £39,610 per annum (potential to progress to £43,266 per annum through sustained exceptional contribution)
Duration:	2 years

JOB PURPOSE:

To undertake research in creative and cultural industries management in line with the School's research strategy and to deliver teaching in the same area at undergraduate and postgraduate level, as well as contribute to School administration/outreach activity.

MAJOR DUTIES:

Teaching:

1. Deliver teaching and assessment activities within own area of specialism including lectures, setting/marking coursework, practicals, and field work to undergraduates and postgraduates.
2. Select appropriate assessment instruments and criteria, assess the work and progress of students by reference to assessment criteria and provide constructive feedback to students.
3. Seek ways of improving performance by reflecting on teaching design and delivery and obtaining and analysing feedback.
4. Oversee research students as directed by Head of School.
5. Supervise practical work where it is part of the course, and advise students on techniques.
6. Plan and develop independent teaching contributions and contribute to the design or revision of course units.
7. Help to develop appropriate teaching approaches and contribute to curriculum development.
8. Actively engage in professional teaching development.

Research:

1. Develop and plan a research agenda in the area of creative and cultural industries management.
2. Contribute to the research culture in arts management and cultural policy at Queen's.
3. Publish research in appropriate journals etc. and present work at conferences.
4. Carry out analysis, critical evaluations and interpretations using methodologies and other techniques appropriate to the area of research.
5. Where appropriate, source and secure external funding in collaboration with others from the relevant funding bodies to ensure continued growth of the School's/area's research profile.
6. Provide guidance to other staff and students on own specialist area.
7. May work/collaborate on original research with colleagues in other institutions.

Administration/Contribution to the Community:

1. Provide pastoral care for students within own area to ensure that all issues are dealt with in a timely, sympathetic and effective manner.
2. Carry out designated routine School administrative duties, including, for example, committee work, course administration etc.
3. Be responsible for the record-keeping associated with teaching and the preparation of teaching materials.
4. Work closely with the Convenor of the MA in Arts Management and the programme team to develop and raise the profile of the programme.

Planning and Organising:

1. Plan and manage own teaching and tutorials as agreed with Head of School/mentor.
2. Design/update modules in line with School's teaching strategy.

3. Plan and prepare research papers to meet publication deadlines.
4. Prepare research proposals for submission for external funding.

Resource Management Responsibilities:

1. Use teaching and research resources, laboratories and workshops as required.
2. Co-manage, where appropriate, with grant holder external funding relating to research project.
3. Act as mentor for students.

Internal and External Relationships:

1. Member of the School Board and Examination Board and such committees relevant to their administrative duties.
2. Collaborate with other staff within School.
3. Involve in developing links or joining external networks to share information and ideas.
4. Contribute to the School's outreach programme by establishing links with the international and local creative and cultural industries for the benefit of current students and alumni.

ESSENTIAL CRITERIA:

1. Have or be about to obtain a PhD in in arts management/cultural policy/creative and cultural industries/heritage management/museum management or relevant arts and humanities discipline.
2. A publication record (or clear plan for publications) in peer reviewed journals /conference papers in line with stage of career.
3. Research interests in the management of creative or cultural industries that are sustainable and which complement or enhance research activities of School.
4. Experience teaching areas of creative and cultural industry management in two or more of the following areas: marketing, business planning, strategic management, financial management and / or fundraising.
5. An innovative, practice-based, critical approach to teaching the subject of creative and cultural industries' management.
6. Experience of teaching beyond / not limited to the topic of the publicly funded arts.
7. Experience in delivering university level curricula in a relevant discipline, including marking of student assignments against agreed learning outcomes.
8. Clearly articulated approach to teaching.
9. Ability to contribute to broader management and administrative processes.
10. High level of analytical capability.
11. Broad knowledge and understanding of the landscape of creative and cultural industries with specific reference to both national and international examples
12. A track record of working in or with and/or creative and cultural industries
13. Broad knowledge and understanding of current professional practice in the creative and cultural industries
14. Ability to communicate complex information clearly.
15. Effective interpersonal skills.
16. Engagement in continuous professional development.
17. Ability to assess and organise resources.
18. Flexibility and adaptability
19. Problem-solving and negotiation skills
20. Network of connections within the cultural sector
Good organisational, interpersonal and communication skills.

DESIRABLE CRITERIA:

1. Evidence of research leadership from publications or research projects.
2. Research interests beyond / not limited to the topic of the publicly funded arts.
3. Relevant professional/industry experience in the cultural or creative industries, particularly in relation to arts / cultural / creative organisation business management in an existing organisation and / or freelance capacity
4. An understanding of working in internationally diverse classrooms.
5. Multi-disciplinary knowledge beyond core expertise, relevant to other areas of divisional teaching.
6. Experience of public engagement and/or knowledge exchange.
7. An interest in developing knowledge exchange and commercialisation opportunities commensurate with career stage and a clear plan for future opportunities.