

Candidate Information

Position: Part-time (0.5 FTE) Lecturer (Education) in Audio-Visual Post Production
School/Department: Education (AEL)
Reference: 21/109403
Closing Date: Monday 20 December 2021
Salary: £37,467 - £39,739 per annum pro rata.
Anticipated Interview Date: Thursday 6 January 2022
Duration: 12 months

JOB PURPOSE:

To undertake teaching and related activities in support of the School's PGCert in Audiovisual Post-Production and other programmes as required.

MAJOR DUTIES:

Teaching:

1. Deliver a range of teaching, supervision and assessment activities in audiovisual post-production including convening and delivery of modules in visual editing, post-production sound and deliverables.
2. Contribute to teaching across the School's programmes in Film Studies and Production, Broadcast Production, and Music and Sound Design as required.
3. Develop approaches to teaching and learning which are appropriate for online delivery and reflect current practices in the subject area.
4. Select appropriate assessment instruments and criteria, assess the work and progress of students by reference to the criteria and provide constructive feedback to students.
5. Seek ways of improving performance by reflecting on teaching design and delivery and obtaining and evaluation feedback.
6. Plan and develop independent teaching contributions and contribute to the design or revision of course units.

Scholarly Activity:

1. Engage in scholarly activity which relates to film and screen.

Administration/Contribution to the Community:

1. Contribute to the School's recruitment and outreach strategy by developing meaningful external links with relevant film and screen industry, culture, and education organisations.
2. Provide pastoral care for students within own area to ensure, as far as practicable, that relevant issues are dealt with in a timely, sympathetic and effective manner.
3. Carry out designated School administrative duties, including, for example, committee work, course administration, open days, assisting in the process of admissions, preparation of submission for teaching quality assessment, etc.
4. Be responsible for the record-keeping associated with teaching and the preparation of teaching materials.

Planning and Organising:

1. Plan and manage own teaching as agreed with Head of School.
2. As module convenor, co-ordinate with others (such as support staff or academic colleagues) to ensure student needs and expectations are met.
3. Design/update modules in line with School's teaching strategy.
4. Plan for the use of teaching and research resources, practicals and workshops as appropriate.

Resource Management Responsibilities:

1. Plan for the use of teaching and research resources, practicals and workshops as appropriate.
2. Assist in the development of skills and competence in others (for example, through the supervision of students).

3. Manage use of resources for teaching.
4. Participate in judgements regarding the use of resources within the school.
5. Act as mentor for students in capacity of personal tutor.

Internal and External Relationships:

1. Member of the School Board and subject Examination Board, and such committees relevant to administrative duties.
2. Collaborate with other academics within School.
3. Participate in and develop networks, for example to identify sources of funding, contribute to student recruitment, secure student placements, market the institution, facilitate outreach work, generate income, obtain consultancy projects, or build relationships for future activities.
4. Contribute to the School's outreach programme by establishing links with local community groups, industries, etc.

ESSENTIAL CRITERIA:

1. Primary degree (at least 2:1) in a relevant discipline.
2. Teaching experience in one or more of the following areas: visual editing, post production sound, screen deliverables.
3. Experience of collaboration with relevant film and screen industry, culture and educational organisations.
4. Professional experience in the film and screen industry, including knowledge and experience of current technologies, workflows and practices relating to visual editing and/or post-production sound.
5. High level of analytical capability.
6. Ability to communicate complex information effectively.
7. Effective interpersonal skills.
8. Ability to assist in management of resources and staff.

DESIRABLE CRITERIA:

1. Recognised teaching qualification (e.g. PGCHET, PGCE, PCET) and/or membership of an appropriate professional and/or teaching body e.g., HEA.
2. PhD at or near completion.
3. Experience of online delivery of teaching / distance learning.
4. Teaching experience at tertiary level.
5. Accreditation in the use of professional non-linear editing and digital audio workstation software applications for audiovisual post production.
6. Evidence of recent and/or forthcoming practice-based scholarly outputs in Film/Media/Visual Arts.