



## Candidate Information

<b>Position:</b>	Lecturer (Education) in Arts Management
<b>School/Department:</b>	School of Arts, English and Languages
<b>Reference:</b>	21/109411
<b>Closing Date:</b>	Monday 3 January 2022
<b>Salary:</b>	£37,467 - £51,799 per annum
<b>Anticipated Interview Date:</b>	Tuesday 18 January 2021
<b>Duration:</b>	2 years

### **JOB PURPOSE:**

To teach in Arts Management and Cultural Policy at undergraduate and postgraduate level, to contribute to the School's/area's administration/outreach activity; and to undertake research/scholarship in line with the School's research and education strategies.

### **MAJOR DUTIES:**

#### **Teaching:**

1. Convene and deliver teaching and assessment activities within the field of arts management and cultural policy, including lectures, selection of guest speakers and external tutors, setting/marking coursework, practicals, industry engagement, and field work for undergraduates and postgraduates.
2. Select appropriate assessment instruments and criteria, assess the work and progress of students by reference to the 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. Contribute to PGT dissertation supervision.
5. Supervise practical work and placements where it is part of the course and advise students on relevant techniques and skills development.
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.

#### **Scholarly Activity:**

1. Engage in scholarly activity, such as publications and conference activities in Arts Management and Cultural Policy.
2. Develop networking links with relevant professional bodies and industry to ensure that own teaching reflects current best practice in own area of subject specialism.
3. Provide guidance to other staff and students on own specialist area.
4. Work/collaborate on original research/scholarship with colleagues in other institutions and with arts and cultural practitioners/policymakers.

#### **Administration/Contribution to the Community:**

1. Contribute to the School's outreach and engagement strategies by developing external links.
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 routine School administrative duties, including, for example, committee work, course administration, etc.
4. Be responsible for the record-keeping associated with teaching and the preparation of teaching materials.
5. Contribute to/support student recruitment activities.

#### **Planning and Organising:**

1. Plan and manage own teaching and tutorials as agreed with Head of School and Subject Lead.
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 projects.
3. Act as mentor for students.

**Internal and External Relationships:**

1. Hold membership of the School Board, Examination Board and such committees relevant to their administrative duties.
2. Collaborate with other staff within School and wider institution as appropriate.
3. Develop and maintain relevant external links and join external networks to share information and ideas.
4. Contribute to the School's engagement strategy and wider Faculty planning by establishing links with local and sector-specific groups, networks and industries.

**ESSENTIAL CRITERIA:**

1. Have or be about to obtain a PhD in in arts management/cultural policy 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 arts management/cultural policy which are sustainable and complement or enhance research activities of School.
4. A minimum of 3 years research experience in a relevant field of arts management and cultural policy (this can include the time spent engaged in PhD level study).
5. Specific research interests in one or more of the following: the influences of digital technologies and platforms on arts and cultural industries management and policy; the use and application of data metrics in policy and decision-making in arts and culture; digital and data-driven approaches to participation and engagement.
6. Experience (proportionate to career stage) of teaching in areas of arts management/cultural policy in two or more of the following areas: arts and cultural policy; heritage and museum studies; creative industries policy and management; arts and culture in social and participatory contexts; arts and social justice; audience development and engagement practices; relevant subject areas beyond arts/heritage/cultural industries management and policy (eg, media/digital or social/political sciences).
7. Clearly articulated approach to teaching.
8. Ability to contribute to broader management and administrative processes.
9. Relevant and current knowledge of national and international trends and professional practices within arts and culture.
10. High level of analytical capability.
11. Ability to communicate complex information clearly.
12. Effective interpersonal skills.
13. Engagement in continuous professional development.
14. Ability to assess and organise resources.

**DESIRABLE CRITERIA:**

1. PGCHET and/or membership of an appropriate professional and/or teaching body eg. HEA.
2. Evidence of research impact.
3. Experience in developing and supporting research projects and/or securing research funding.
4. Research interests in interdisciplinary, practice-based or other original research methodologies and practice.
5. Understanding of working in an internationally diverse classroom.
6. Experience of inter-disciplinary teams and teaching.
7. Experience in planning, administration and management.
8. Network of relevant contacts within broader cultural sector.
9. Experience of public engagement and/or knowledge exchange.
10. Experience of working with international student cohorts, in particular those with English as a second language.