JOB DESCRIPTION

Job Title:	Lecturer in Graphic Design	Grade:	AC2
Department:	School of Design	Date of Job Evaluation:	July 2020
Role reports to:	Academic Portfolio Lead - Design		
Direct Reports	Deputy Head School of Design		
Indirect Reports: Other Key contacts:	Programme Leaders, School Lead Students, academic and administrative colleagues		
This role profile is non-contractual and provided for guidance. It will be updated and amended from time to time in accordance with the changing needs of the University and the requirements of the job.			

PURPOSE OF ROLE:

To conduct high quality research and deliver teaching on undergraduate and postgraduate programmes in the areas of Graphic Design, Typography, Visual Communication, Experience Design and Design Writing. The role will focus on delivering high quality education in a variety of formats as well as research and enterprise activities. The person appointed will be expected to:

- Contribute to the delivery of existing teaching, course development, and to participate in the research carried out in the department

- Contribute more widely to the design and delivery of teaching and learning activities, reflecting candidate's own discipline

- Support the needs of a diverse student body across the range of Programmes and activities offered by the department

- Engage in the Teaching Excellence Framework (TEF); Knowledge Exchange Framework (KEF) professional practice across the subject area and /or contribute to the research profile of the Department and to the UoA 32 REF submission of the School of Design research (REF)

KEY ACCOUNTABILITIES:

Team Specific:

- Contribute to/lead the delivery of high quality, innovative and effective teaching and new teaching initiatives, including inclusive approaches to setting and marking assessment

- Work proactively on specific research topics aligned to your own and the department's research interests

- Supervision of undergraduate and postgraduate students

- Lead on personal and academic tutoring of undergraduates

- Lead and support others in the design and development of new Programmes and modules, demonstrating excellent curriculum design

- Contribute to/lead curriculum development within the Department

- Lead on the delivery of external accreditation activity

- Contribute to the integration of enterprise work / research and scholarship, and activities for teaching or professional training materials

- Participation in the delivery of new Programmes, including CPD and degree apprenticeships, integrating enterprise, innovation or external engagement activities

- Contribute to subject, professional and/or pedagogical research leading to the publication and/or dissemination of original work

- Contribute to the Teaching Excellent Framework (TEF) and /or the Knowledge Exchange framework (KEF) and or/ the research profile of the academic unit and to the REF submissions

- To support / initiate the development of funding bids which contribute to the acquisition of internal and external resources to fund research, enterprise or teaching projects

- Contribution to the continuous improvement of the student experience including adopting a responsive approach to students

- Effective cross-working with Professional Services to support students

- Contribute to relationship management and engagement with key external bodies for teaching at a regional and national level; the national or regional public/cultural sectors/business, industry/professional bodies in relation to teaching, research or enterprise

- Maintain effective, high quality and productive working relationships with professional bodies and employers

- Work with other academics to develop the subject area and share best practice across the Faculty and University

- Work with other academics and the administrative teams to deliver excellent student care and support student success and employability

- Contribute to the general academic administrative work of the Department and Faculty

Generic:

- Assist the Graphic Design Team in achieving the Department's KPIs

- Contribute to departmental plans, activities and efficient working practices

- Participate in visits to schools, local community groups, public engagements and related recruitment / outreach activity

- Demonstrate a commitment to equality, diversity and inclusion through teaching practice and engagement with University initiatives

- Contribute to peer review and departmentally based teaching and learning development activities

- Promote your work and represent your discipline and the work of the University internally and externally, and take a proactive approach to ethical, safe and best practices

Managing Self
- Develop expertise in research-practice informed teaching with an increasing degree of autonomy

- Keep abreast of developments within the field and seek continuous improvement of own professional practice

- Actively participate in established professional development framework activities

- Behave in a manner which reflects the University values and creates a positive environment for work and study

- Maintain a high standard of student engagement and satisfaction

- Seek to maximise the learning outcomes of students

Core Requirements
- Adhere to and promote the University's policies on Equality and Diversity and Information Security;

- Ensure compliance with Health & Safety and Data Protection Legislation;

- Support and promote the University's Sustainability policies, including the Carbon Management Plan, and carry out duties in a resource efficient way, recognising the shared responsibility of minimising the university's negative environmental impacts wherever possible.

Additional Requirements:
Any other duties commensurate with the post and grade as agreed with the Head of Department and the PVC of the Faculty.

KEY PERFORMANCE INDICATORS:
Performance Indicators will be established in consultation with the Head of Department as

part of the post-holder's annual Appraisal and Professional Development Review

KEY RELATIONSHIPS (Internal & External):
Other researchers/Academics
Funding bodies

PERSON SPECIFICATIONON

Essential	Desirable
Experience • Delivery and/or leading at undergraduate and/or postgraduate level in the field of Graphic Design and Visual Communication • Conducting high quality, innovative and effective teaching on postgraduate and undergraduate programmes • Leading courses/modules effectively including adopting a responsive approach to students • Leading and contributing to subject, professional and/or pedagogical research and other scholarly activities in the field of Graphic Design and Visual Communication • Student care and pastoral provision • Experience in TEF and/or KEF	**Experience** • Postgraduate teaching / supervision • Creating professional / community partnerships • Ability to teach across disciplines • Leading on external accreditation activity • Designing and leading significant teaching and assessment activity • High quality publications • Initiating the development of Research bids
Skills • Expertise in Graphic Design and broader Art and Design practices, techniques and methodologies • Ability to engage with and respond to student feedback • Outstanding organisational, IT communication and interpersonal skills • Fundamental expertise in creative software • Ability to expand and create employability networks	**Skills** • Curriculum development in Design • Individual and /or collaborative income generation • Application for research funding and other bids • Individual and/or collaborative consultancy work
Qualifications • Undergraduate and Post-graduate degree in Design, visual communication or other related to JD discipline • Appropriate professional qualification or member of a Design professional Body	**Qualifications** • PHD in Design or related field Completed or in near completion • Teaching qualification • HEA
Personal attributes We are looking for people who can: • help us deliver the values of the University of Greenwich: Excellence, Determination, Inclusivity, Ambition and Creativity	**Personal attributes** • N/A

• be an integral part of a diverse academic team and support the ambitions of the Programme and School	