



**UNIVERSITY OF LINCOLN
JOB DESCRIPTION**

JOB TITLE	1.0 FTE Lecturer in Graphic Design				
DEPARTMENT	School of Architecture & Design				
LOCATION	Brayford Campus				
JOB NUMBER	COA055	GRADE	7	DATE	MAY 2015
REPORTS TO	Head of School				

CONTEXT

The Lincoln School of Architecture & Design wishes to appoint a Lecturer in Graphic Design. Reporting to the Head of the School, you will need to have a proven track record of teaching at this level allied to professional experience and evidence of research in your field. You will be required to teach at undergraduate level (and potentially at postgraduate level), produced high quality research outputs and to contribute to the successful running of the programme and the School.

The School and University share an agenda of excellence, world-class reputation and ranking. Recently brought together for the first time into an exciting new building on the Brayford Campus, the School of Architecture & Design is poised to undertake the next stage of its ambitious research, teaching and enterprise agenda.

The School of Architecture & Design is one of the five schools of the College of Arts and plays a dynamic role in the cultural landscape of the region and beyond. The School offers a range of specialist undergraduate and postgraduate programmes with dedicated undergraduate and postgraduate studios that strengthen the vibrant culture of effective research and practice.

The School has a collegiate, innovative, lively, atmosphere and takes pride in the quality of its teaching. Our students regularly win awards at national and international level, including, most recently, the D&AD Student of the Year 2013, Best Concept Design at the BFX Visual Effects and Animation Festival, and commendations in the 2013 MacMillan Prize for children's picture book illustration.

We are looking for a talented academic to join the BA (Hons) Graphic Design team. The programme equips students with the understanding and skills they need to operate effectively within a competitive and continually developing design industry. The programme achieves this by keeping up-to-date with current trends and developments within commercial design practice utilising both traditional methods and digital technologies. The programme encourages familiarity with a broad range of techniques, media and materials that are essential to enter contemporary graphic design practice and to facilitate the students development as an innovative practitioner.

The successful candidate will be able to demonstrate a passion for creativity delivered through effective visual, verbal and written communication and will be experienced in research, teaching, learning and commercial practice.

JOB PURPOSE

General

To work with colleagues on curriculum development and the advancement of relevant discipline areas within the university.

To deliver teaching over a range of modules within an established programme.

To undertake student tutoring and support.

To contribute to the research profile of the Department.

To carry out a limited number of additional activities in support of the academic work of the department.

Specific to this post upon appointment:

Visual communications creative practitioner proficient in some or all of the following areas:

- professional graphic design consultancy experience
- a good working knowledge of the communications industry and the range of media employed in it
- current digital design skills and an in-depth understanding of strategic use of media and emerging technologies
- teaching creativity, problem solving and graphic design within an HE context
- skills and understanding of areas such as branding, digital design, packaging, commercial marketing and corporate communications.

To deliver a range of modules on the Graphic Design programme and other related programmes within the School of Architecture & Design.

To become an important member of the Graphic Design programme team and assist in the development of the curriculum.

A passion for creativity delivered through effective visual, verbal and written communication.

KEY RESPONSIBILITIES

The responsibilities of a Lecturer are wide ranging and may change over time according to the development needs of the department and the individual. In general a Lecturer can expect to undertake any of the following:

Teaching and Learning Support

- To engage in teaching on undergraduate and/or postgraduate level programmes as determined by the Head of Department. The range of teaching duties may change from time to time.
- Contribute to the design, content and delivery of specific areas of teaching and learning and to the quality of teaching delivered.
- Collaborate with colleagues in the continuous review and development of the Department's programmes.
- Take responsibility for the co-ordination of modules when appropriate to do so and after gaining sufficient relevant experience.
- Work in accordance with University policies and procedures to undertake assessment of students' work and give feedback.

Research and Scholarly Activity

- Make a contribution to the research profile of the Department, School or College and pursue a personal research programme consistent with the Department's research priorities.
- Collaborate in research activities and initiatives with colleagues in and beyond the department if appropriate.
- Engage in subject professional and pedagogy research as required to support teaching activities.
- Ensure that outcomes of research and scholarly activity are appropriately disseminated in peer reviewed outlets.
- Have sufficient outputs to be returned in the REF at agreed minimum standards inclusive of complex circumstances, or at least demonstrate a clear and achievable plan to secure a return if an early career researcher.
- Apply for grant funding and manage, as appropriate, any grants which are secured.

Liaison and Networking

- Establish contacts within the wider community where possible and begin to form relationships for future collaboration.
- Develop links with relevant professional bodies and academic groups.
- Develop involvement in academic activities with industry and other external partners.

- Take part in relevant internal committees and working groups.
- Liaise with subject librarians, central timetabling and other services to ensure resources available are appropriately deployed.

Team Working

- Work as a member of a team, collaborating on curriculum development and contributing to departmental meetings.
- Begin to co-ordinate the work of others when appropriate through taking responsibility for module co-ordination.

Student Support

- Act as academic tutor to students as allocated by the Head of Department and act as first line contact for them for advice and support on academic matters, ensuring that students are directed to relevant support services when necessary.
- Take part in the supervision of research degree students as appropriate.
- Supervise student projects and placements as appropriate.

Other

- Carry out specific departmental roles and functions as may reasonably be required – these being relatively limited in order to allow the role holder to take advantage of planned developmental and research opportunities.
- Assist in student recruitment activities, including interviews, open days and external recruitment events.
- Engage in appropriate training programmes in the University.
- Actively follow and promote University policies.
- Participate in the staff appraisal scheme.

In addition to the above, undertake such duties as may reasonably be requested and that are commensurate with the nature and grade of the post.

ADDITIONAL INFORMATION

Key working relationships/networks	
Internal	External
<ul style="list-style-type: none">• Head of Department• College Senior Academic Managers• Departmental academic, administrative and technical staff• Support Services Staff	<ul style="list-style-type: none">• Relevant academic and professional groups• Relevant national, regional and international networks• External examiners



**UNIVERSITY OF LINCOLN
PERSON SPECIFICATION**

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LINCOLN

JOB TITLE	Lecturer	JOB NUMBER	COA055
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Selection Criteria	Essential (E) or Desirable (D)	Where Evidenced Application (A) Interview (I) Presentation (P) References (R)
Qualifications:		
Relevant honours degree or equivalent	E	A
Working to or having completed a PhD in relevant discipline or equivalent demonstrated research record (normally by publication but where appropriate through professional achievement)	E	A
HE teaching qualification (HE PGCE or HEA fellowship) OR a commitment to complete one	E	A
Experience:		
Teaching in Higher Education	D	A/I
Curriculum development	D	A/I
Development and innovation of teaching and learning methods	D	A/I
Interdisciplinary work relevant to the Department	D	A/I
Proven record of outputs that would be returnable in the REF	E	A/I
Skills and Knowledge:		
Evidence of continuing professional development	D	A/I
Developing depth and breadth of subject understanding	E	I
Knowledge of Higher Education	D	A/I
Ability to develop excellent teaching and assessment skills across the range of taught levels offered	E	A/I
Ability to contribute to curriculum development	E	A/I
Ability to support students in their study through academic counselling	E	A/I
Ability to work on own initiative	E	A/I
Competencies and Personal Attributes:		
Enthusiasm	E	I
Commitment	E	I
Team working	E	I
Good interpersonal skills	E	I
Flexibility and adaptability	E	I

Essential Requirements are those, without which, a candidate would not be able to do the job. **Desirable Requirements** are those which would be useful for the post holder to possess and will be considered when more than one applicant meets the essential requirements.

Author	GM	HRBA	DB
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