



**UNIVERSITY OF LINCOLN
JOB DESCRIPTION**

JOB TITLE	Lecturer in Sound and Music Theory				
DEPARTMENT	Lincoln School of Film & Media, College of Arts				
LOCATION	Brayford Pool Campus, Lincoln LN6 7TS				
JOB NUMBER	COA082	GRADE	7	DATE	July 2020
REPORTS TO	Head/Deputy Head of School				

CONTEXT

Lincoln School of Film & Media has been delivering media education in HE for over 20 years and we are currently amongst the very best Schools in the UK for media education and research. As a creative and dynamic School, we have developed a strong reputation for the integrated nature of our courses, our relationship with the media, creative and cultural industries, and the strength of our research and professional practice activity. A large number of our students go on to forge successful careers in these industries. We are one of the leading centres for media education in HE, with a distinctive reputation for creative entrepreneurship and with our students at the heart of everything we do.

Our main aims are to:

1. Continue to offer a coherent, efficient and attractive portfolio of undergraduate and postgraduate media programmes, with high quality teaching, including appropriate professional accreditation, high national student satisfaction rankings, and strong graduate employability.
2. Maintain student numbers across our undergraduate programmes whilst diversifying the undergraduate provision
3. Establish a strong research profile, building on a competitive performance in REF 2014
4. Significantly increase external income generation.
5. Significantly increase postgraduate and international student recruitment.

JOB PURPOSE

General

To deliver teaching over a range of modules in established undergraduate programmes.

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

Specific to this post upon appointment

To lead workshops, seminars and lectures.

To teach and assess student work with a diversity of outcomes.

To undertake duties necessary to facilitate teaching, learning and student support.

KEY RESPONSIBILITIES

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

Teaching and Learning Support

- Engage in teaching on undergraduate and postgraduate level programmes as determined by the Head of School. 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 School's programmes.
- Take responsibility for the co-ordination of module(s).
- Work in accordance with University policies and procedures to undertake assessment of students' work and give feedback.

Research and Scholarly Activity

If appointed on a Teaching and Research role profile

- 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.

Scholarly Activity and Professional Practice

If appointed on a Teaching, Scholarly and Professional Practice role profile

- Develop a standing as a scholar and /or practitioner in your field that contributes to the profile and reputation of the School
- Collaborate in scholarly activities and / or professional practice based initiatives with colleagues in and beyond the School if appropriate

- Work with Professional bodies or relevant industry contacts to develop student or educational contract opportunities for the School/Department
- Work with more senior Scholars or Professional Practice leads in the School/Department to develop relevant activities to enhance the income and reputation of the School/Department and University
- Engage in subject professional and pedagogy research as required to support teaching activities
- Ensure that outcomes of scholarly activity are appropriately disseminated
- Engage in continuous professional development and scholarly activity in order to develop own professional skills, including teaching and learning skills

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/or 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 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 School and Programme meetings.
- Support the work of others when appropriate through taking responsibility for module co-ordination.

Student Support

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

Other

- Contribute, as required to the wider mission and reputation of the University with active involvement in activities contributing to general university life e.g. open days, student

activities, alumni events and delivery of outreach activities e.g. school visits, local community activities

- Where appropriate, active participation in committees/groups contributing to university life e.g. health and safety, customer service, equality diversity and inclusivity, sustainability and working groups
- Engage in appropriate training programmes in the University, actively follow and promote University policies and participation in the staff appraisal scheme
- Where appropriate help contribute towards the future development of the University and support the University's wider social, cultural and economic development of our region, our 'civic' mission with engagement and/or leadership of external partnerships contributing to the civic mission of the University. Participation in external activities such as volunteering, cultural activities, community activities

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

Scope and dimensions of the role

The role of Lecturer is vital to ensuring the highest quality experience for our students, through teaching, assessment and personal tutoring support.

The post-holder is expected to play as full a part as possible in the development of a lively and dynamic professional and creative culture for this subject area, helping ensure LSFM continues to develop its international and national reputation for the highest quality research and professional scholarly practice.

Key working relationships/networks

Internal	External
<ul style="list-style-type: none">• Head of School/Deputy Head of School• School Director of Teaching and Learning• Programme leaders and module co-ordinators• Students• School academic, administrative and technical staff• College Manager• Professional Services Staff	<ul style="list-style-type: none">• Relevant academic and professional groups• Relevant national, regional and international networks• External examiners• Schools and colleges



**UNIVERSITY OF LINCOLN
PERSON SPECIFICATION**

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LINCOLN

JOB TITLE	Lecturer in Sound and Music Theory	JOB NUMBER	COA082
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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
Have completed a PhD in a relevant discipline	E	A
HE teaching qualification (HE PGCE or HEA fellowship)	D	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 School	D	A/I
Skills and Knowledge:		
Evidence of excellent teaching and assessment skills across the range of taught levels offered	D	A/I
Developing breadth and depth of subject understanding	E	I
Knowledge of Higher Education	E	A/I
Knowledge of sound production and workflows	D	A/I
Knowledge of critical theory relevant to sound media	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
Excellent interpersonal skills	E	I
Flexibility and adaptability	E	I
Commitment to personal development	E	A/I/R

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	Janice Kearns	HRBA	PC
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