UNIVERSITY OF LINCOLN
JOB DESCRIPTION

JOB TITLE	Lecturer in Technical Theatre and Stage Management
DEPARTMENT	School of Fine and Performing Arts
LOCATION	Brayford Campus

JOB NUMBER	COA393	**GRADE**	7	**DATE**	June 2021

REPORTS TO	Head of School

CONTEXT

The Lincoln School of Fine & Performing Arts resides in its own purpose-built building, Lincoln Performing Arts Centre, which includes rehearsal studios and a theatre that runs its own public arts events for the city. The School has a wide variety of performance disciplines that perform at regular intervals throughout the year, including dance, musical theatre, drama and music.

The BA (Hons) Technical Theatre and Stage Management programme was launched in September 2019 and is approaching its third cohort of students due to enrol in September/October 2021. The programme is designed to equip students with the knowledge and skills to pursue a career in the live arts, entertainment, and events industry. The programme focuses on developing theatre professionals with a theoretical and vocational understanding of the industry, including academic knowledge and practical experience of subjects such as stage management, stage lighting, live audio, technical theatre, design, safety, and the technical standards for places of entertainment.

The Technical Theatre and Stage Management programme takes a forward-facing approach to technical theatre, promotes exploration of new technologies, teaches industry fundamentals, and balances vocational training with academic study. It is designed to develop industry techniques and to nurture the next generation of highly competent theatre industry professionals, with the opportunity to gain knowledge and experience working in many professional theatre settings, enabling students to be an integral part of live events, ranging from student-produced work to professional visiting companies. The TTSM programme acts as an agent for collaboration, forging positive networks with stakeholders within the school, wider university and externally.

JOB PURPOSE

Overview
This is a developmental role for those entering their first full academic role. As such the duties described represent the range of activities that may be expected at this level and the actual range and depth of duties being undertaken will vary dependent upon the experience of the staff member.

Staff developing through this level are expected to gain the necessary experience and skills to demonstrate competency in the main areas of role as described before progressing to the next level.

General Duties

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

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 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 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.

Scholarly Activity and Professional Practice

- 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 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 School 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.

- Supervise student projects and placements as appropriate.

Citizenship

- 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 University of Lincoln seeks to appoint a candidate with expert knowledge of technical theatre. The post requires a broad understanding of the many aspects of technical theatre in order to meet the diverse needs of our students and programmes. They will be committed to ensuring our department champions best practices, strives for excellence and operates at the highest professional standards. They must be able to develop and deliver innovative approaches to teaching and delivery, which may include online teaching via a blended learning approach. Due to the nature of the subject, the postholder will be required to work flexibly with some unsociable hours, including evenings and weekends. They will work with the programme team, staff from other programmes within the school, and our professional services theatre technicians to coordinate student activities, including productions, workshops, teaching and assessments.

The programme team strives to build robust professional relationships with internal and external stakeholders, working collaborative to develop long term connections in order to offer students a broad range of performance opportunities. The postholder will be committed to the growth of the programme and the development of the subject area within the school.

In addition to the above, we seek to appoint a candidate with specific expertise in the theory and practice of one or more of the following subject area:

- Production management
- Stage management
- Live sound engineering for theatre
- Live sound engineering for music
- Sound Design
- Stage lighting
- Set Design (including experience of CAD software)
- Other production design subjects

Key working relationships/networks	
Internal	**External**
- Head of College - Head of School - College Senior Academic Managers - Departmental academic, administrative and technical staff - Support Services Staff	- Relevant academic and professional groups - Relevant national, regional and international networks - External examiners

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PERSON SPECIFICATION

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LINCOLN

JOB TITLE	Lecturer	JOB NUMBER	COA393

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 through demonstrated record of practice and 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 **OR** relevant professional experience	D	A/I
Curriculum development	D	A/I
Development and innovation of teaching and learning methods, including blended teaching and learning	D	A/I
Interdisciplinary work relevant to the School	D	A/I
Developing depth and breadth of subject understanding	E	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 teach and assess across the range different levels of relevant BA and MA degree programmes	E	A/I
Understanding of international pedagogy	D	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 use digital learning management systems	D	A / I
Ability to work on own initiative	E	A/I
Excellent interpersonal skills and intercultural awareness	E	A/I
Competencies and Personal Attributes:		
Enthusiasm and commitment to teaching, learning and research	E	I
Ability to inspire enthusiasm in others	E	I
Team working and collaboration	E	I
Flexibility, adaptability and resilience	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	AW	**HRBP**	HDR