

## Job Description

<b>Job title</b>	Lecturer in Interior Design
<b>School / department</b>	London School of Film, Media and Design
<b>Grade</b>	6
<b>Line manager</b>	Head of Subject: Design & Communication

### Main purpose of the job

1. Deliver teaching excellence at undergraduate & postgraduate level to students undertaking programmes of study within or in collaboration with the London School of Film, Media and Design (this includes interdisciplinary programmes delivery across the University and with external partners).
2. Ensure all academic quality processes are adhered to
3. Provide academic and pastoral support to all students
4. Work with the Head of Subject: Design and Communications to support the development of marketing, recruitment, admissions, retention and progression plans and processes so as to increase levels of achievement and student satisfaction in the areas of teaching and learning
5. Participate in external engagement and enterprise activities within the London School of Film, Media and Design
6. Contribute to research or scholarly activity in an area relevant to the London School of Film, Media and Design
7. Be an ambassador for the London School of Film, Media and Design and the University of West London.

### Key areas of responsibility

1. Pro-active participation in teaching, assessment and curriculum development of undergraduate and postgraduate courses within the broad discipline of Interior Design including but not limited to:
  - a. Developing teaching materials (teaching texts, case studies, podcasts, and student activities) incorporating both blended learning and e-learning technologies approaches to delivery
  - b. Supervising projects/dissertations/theses
  - c. Undertaking programme and/or module leadership and assisting in programme management
  - d. Membership and contribution to assessment and examination boards including liaison with external examiners.

2. Pro-actively participate in all activities (including travel) associated with collaborations and partnerships (UK & international) where appropriate. These may include but are not limited to:
  - a. Contribute to developing and delivering teaching materials (teaching texts, case studies, podcasts, and student activities) incorporating both blended learning and e-learning technologies approaches to delivery
  - b. Supervising projects/dissertations/theses
  - c. Undertaking link programme and/or module leadership and assisting in programme management
  - d. Membership and contribution to assessment and examination boards including liaison with external examiners.
3. Act as a Personal Tutor and provide pastoral support and guidance in accordance with the University procedures
4. Work with the Head of Subject: Design and Communication to support the development of marketing, recruitment, admissions, retention and progression plans and processes so as to increase levels of achievement and student satisfaction in the areas of teaching and learning
5. Contribute to the scholarship, specialist expertise and knowledge of the London School of Film, Media and Design in a relevant area as agreed with the Head of School.
6. Contribute and support the teaching and assessment in interdisciplinary and/or specialist modules, including assessment and examination boards for cross institutional programmes, and liaising with external examiners (where appropriate)
7. Support the academic team environment and motivate students
8. Pro-actively engage with the wider external academic, practitioner and business communities through involvement with professional bodies and business organisations and the development of a personal network of contacts.
9. Undertake personal research in line with the research vision and strategy of the London School of Film, Media and Design. This includes identifying sources of funding, submitting grants and delivering research outputs which support the reputation/financial position of the School and deliver social and economic impact.
10. To undertake other appropriate tasks commensurate with the grade as required by the Head of School.

In addition to the above areas of responsibility the position maybe required to undertake any other reasonable duties relating to the broad scope of the position.

## Person Specification

Criteria	Essential	Desirable
<p><b>Qualifications and/or membership of professional bodies</b></p>	<p>Degree or equivalent in a subject relevant to the fields of Interior Design.</p> <p>Postgraduate degree (or equivalent professional qualification) in a subject relevant to the field of Interior Design .</p> <p>HEA Fellowship (or willingness to obtain within 6 months of appointment)</p>	<p>Doctorate in a subject relevant to the fields of Interior Design.</p> <p>Active professional accreditation</p>
<p><b>Knowledge and experience</b></p>	<p>Relevant professional experience in the Interior Design industry.</p> <p>Relevant experience of teaching and learning at undergraduate level</p> <p>Experience of using blended learning and e-learning technologies such as virtual learning environments.</p> <p>Demonstrable experience of delivering Interior Design in higher education.</p> <p>Current knowledge and understanding of practice and theory, construction and technology relevant to interior design.</p> <p>Experience in Interior Design as a commercial practice in the creative economy.</p> <p>Ability to deliver industry standard software pertinent to Interior Design, such as AutoCad and other 3D packages. Ability and experience</p>	<p>Knowledge of the current debates and recent developments in higher education</p> <p>Established track record in obtaining external funding and research grants</p> <p>Publication profile in peer-reviewed journals</p> <p>Experience of doctoral supervision</p> <p>Experience of curriculum design and development</p> <p>Relevant experience of teaching and learning at postgraduate level</p>

	<p>of Adobe and 3D printing and laser cutting. Ability to create plans using a number of different print solutions.</p> <p>Demonstrable research and scholarly activity profile in a field directly related to the Interior Design curriculum</p>	
<p><b>Specific skills to the job</b></p>	<p>Ability to contextualize practice with relevant theoretical perspectives</p> <p>Good interpersonal skills; an assured and confident communicator</p> <p>Ability to respond enthusiastically and positively to students</p> <p>Self-motivated, goal and outcome orientated</p> <p>Flexible, resilient and able to work to tight deadlines</p> <p>Ability to work co-operatively and effectively with colleagues and provide an effective leadership role, including course leadership of BA (Hons) Interior Design and enthusiasm for contribution in general to the London School of Film, Media and Design</p> <p><u>Evidence of professional practice.</u></p>	<p>Evidence of scholarly activity in the form of recent publications.</p> <p>Evidence of consultancy and/or professional practice.</p>
<p><b>General skills</b></p>	<p>A commitment and enthusiasm for teaching and learning within higher education.</p> <p>A commitment to the School and the University's values, aims and objectives</p>	

<p><b>Other</b></p>	<p>Ability to travel throughout the UK and Internationally</p> <p>Flexibility including the willingness to work evenings and some weekends</p>	
<p><b>Disclosure and Barring Scheme</b></p>	<p>This post does not require a DBS check</p>	
<p><b>Essential Criteria</b> are those, without which, a candidate would not be able to do the job. Applicants who have not clearly demonstrated in their application that they possess the essential requirements will normally be rejected at the shortlisting stage.</p> <p><b>Desirable Criteria</b> are those that would be useful for the post holder to possess and will be considered when more than one applicant meets the essential requirements.</p>		