

## Job Description

<b>Job title</b>	Lecturer in Culinary Arts
<b>School / department</b>	London Geller College of Hospitality Tourism
<b>Grade</b>	6
<b>Line manager</b>	Deputy Dean of College
<b>Responsible for (direct reports)</b>	
<b>Date of creation or review</b>	29/05/2025

### Main purpose of the job

1. Plan and deliver teaching excellence at undergraduate and postgraduate level to students undertaking programmes of study within the London Geller College of Hospitality and Tourism with food production and nutrition specialisms, ensuring all academic quality processes are adhered to and monitored
2. Engage in Scholarly Knowledge Exchange: Actively participate in research, knowledge sharing, and professional development activities to enhance your own academic and professional expertise while contributing to the advancement of Hospitality and Food education.
3. Be committed to providing a high-quality service to our students and recognise the importance of maximising satisfaction through an engaging teaching and learning approach that brings both realism and energy to the student experience.
4. Provide proactive effective academic and pastoral support to all students and closely monitor their progress.
5. Actively contribute to supporting the development of marketing, recruitment, admissions, retention and progression plans and processes put in place to increase levels of achievement and student satisfaction in the areas of teaching and learning.
6. Be an ambassador for the London Geller London Geller College of Hospitality and Tourism and the University of West London, engaging externally with industry and professional organisations and participating in internal events.

### Key areas of responsibility

1. Pro-active participation in teaching, assessment and curriculum development of undergraduate and postgraduate courses within the broad disciplines of culinary and nutrition 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. Page 2 of 4
  - b) Supervising projects/dissertations/thesis.
  - c) Undertaking module 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) 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/thesis
  - 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 Deputy Dean of College 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 research of the London College of Hospitality and Tourism with particular focus on Hospitality Management and/or Food Studies.
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. Undertake personal research in line with the London Geller London Geller College of Hospitality and Tourism's research targets and strategy. This includes identifying sources of funding, submitting grants and delivering research outputs which support the reputation/financial position of the College and deliver social and economic impact.
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 continuous professional development to stay up-to date in relation to subject knowledge and teaching competence.
10. To undertake other appropriate tasks commensurate with the grade as required by the Dean of the College. 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.
11. Ensure adherence to all university policies and procedures

In addition to the above areas of responsibility the post-holder maybe required to undertake any other reasonable duties relating to the broad scope of the position, commensurate with the post, and in support of the University.

### **Dimensions / background information**

The college has nearly 80 years of experience in the field of culinary and hospitality management, with an excellent reputation in the industry and with leading industry bodies.

The college provides a holistic learning experience with courses focused on key business skills such as operations, logistics, finance, and leadership. Facilities include professional-standard kitchens, a Food Innovation Lab, and an on-campus training restaurant.

The college is highly engaged in research through the International Centre for Hospitality and Aviation Resilience Management (ICHARM) and the West London Food Innovation Centre

The subject area of Nutrition and Culinary Management share modules with Aviation, Events, Hospitality and Tourism. The College works across disciplines, and candidates may be expected to work flexibly across the different fields, as required.

## Person Specification

	Criteria	Essential or Desirable <sup>1</sup>	Demonstrated <sup>2</sup>		
			Application	Interview	Test / Exercise
<b>Qualifications and/or membership of prof. bodies</b>	Degree in a subject relevant to the disciplines of Culinary Management and Nutrition	Essential	X		
	Post Graduate degree in a subject relevant to Culinary Management and Nutrition	Essential	X		
	PhD degree in a subject relevant to Culinary Management and Nutrition	Desirable	X		
	HEA Fellowship (or willingness to obtain within 2 years of appointment)	Essential	X		
	Level 3 /4 Food safety qualification	Desirable	X		
	Member of a professional organisation	Desirable		X	
	Registered Nutritionist	Desirable		X	
<b>Knowledge and experience</b>	Significant experience of teaching and learning at undergraduate level to a high standard	Essential	X	X	X
	Relevant professional experience	Essential	X	X	
	Knowledge of the current debates and recent developments in the Culinary and Nutrition industry and its relationship to teaching in higher education	Essential	X	X	
	Knowledge of curriculum design Experience of using blended learning and e-learning technologies such as virtual learning environments	Essential	X	X	X
	Established track record in obtaining external funding and research grants	Desirable	X	X	
	Publication profile in peer-reviewed journals	Desirable	X	X	
	Experience of working in collaboration and/or partnership	Desirable	X	X	

	Demonstrable research and scholarly activity profile in a discipline directly related to Culinary and Nutrition	Desirable	X		
<b>Specific skills to the job</b>	Excellent interpersonal skills; an assured and confident communicator	Essential		X	X
	Ability to respond enthusiastically and positively to students	Essential		X	X
	Self-motivated, goal and outcome orientated.	Essential		X	
	Flexible, resilient and able to work to tight deadlines	Essential	X	X	
	Ability to work co-operatively and effectively with colleagues and enthusiasm for contribution to the London College of Hospitality and Tourism	Essential	X	X	
	Evidence of consultancy and/or professional practice	Desirable	X	X	
	Evidence of scholarly activity in the form of recent publications.	Desirable	X	X	
<b>General skills</b>	A commitment and enthusiasm for teaching and learning within higher education	Essential	X	X	
	A commitment to the College and the University's values, aims and objectives	Essential		X	
<b>Other</b>	Flexibility including the willingness to work evenings and weekends	Essential	X	X	

**Disclosure and Barring Scheme** Is a DBS Check required: ☒ DBS (This post requires a standard DBS check)

Before making a selection, please refer to the University's [Disclosure and Barring Checks Guidance for Staff](#) and [Criminal Convictions, Disclosures and Barring Staff Policy and Procedure](#). If a DBS check is required for the role, a **Check Approval Form** will need to be completed.

<sup>1</sup>**Essential Criteria** 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.

**Desirable Criteria** 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, to determine which applicants to shortlist.

<sup>2</sup>**Demonstration:** Select the Recruitment Process stage at which the candidates will have to demonstrate that they meet the criteria. Criteria which have to be demonstrated at application stage should be mentioned in the Recruitment Information Pack as Pre-Selection/Killer Questions, Shortlisting Questions or Shortlisting Criteria. Other criteria should be evaluated and tested at interview stage (e.g. through interview questions) or through additional tests, exercises or presentations. Criteria can (and should) be demonstrated at multiple stages.