

Job Description

Job Title	Senior Lecturer/Course Leader in BA Hons Film-making and BA Hons Media and Television Production
School/Service	HBU-UCLan School of Media, Communication and Creative Industries
Responsible to	Academic Head

Job Purpose:

To provide academic leadership for the BA Hons Film-making and BA (Hons) Media and Television Production. The person appointed will be expected to manage the programmes and provide leadership in the areas of teaching, learning and assessment, Quality Assurance and provision of support and pastoral care for students. The post-holder will also be expected to maintain credibility in research.

The Course Leader will be expected to develop a vision for the course commensurate with current and future technological, professional and social trends. As well as teaching and facilitating effective learning, the postholder will be expected to be competent and provide technical guidance in the areas of camera work, lighting, audio recording, video post-production, editing and film/media theory. There is an expectation that the post holder will be research active and develop Knowledge Exchange activities through partnerships with the professional sector.

Main Duties and Responsibilities

1. To lead teaching, facilitate learning and carry out assessment on modules delivered by the school, including the practical and theoretical aspects of Film-making, Media, TV Production and related areas, at all levels.
2. To make significant contributions towards the achievement of the joint school's academic objectives through teaching, curriculum design and course development.
3. To lead the development of research, innovation, consultancy, professional production and scholarly activity, and to the development of activities that reflect the scholarly, creative and professional ambitions of the School within this subject domain..
4. As a Senior Lecturer, undertake significant administrative, course development and course leadership responsibilities. Act as a personal tutor for students and a module tutor for a number of identified modules. Activities such as admissions and contributing to the Joint School's Quality Assurance Process. Administer course registers, assessment records, learning programme and other records.
5. Engage with the recruitment of students onto courses, and provide appropriate advice on progression and career opportunities.
6. Develop and consolidate contacts with relevant professional sectors/external organisations, both locally in China as well as in the UK and internationally.
7. To maintain a close collaborative relationship with the course teams at UCLan and to promote, encourage and maintain high standards for students and staff.
8. Adhere to quality assurance and enhancement systems to ensure high standards are maintained and student experience is enhanced.
9. Attend local and national events on behalf of the Joint School, in order to promote the Joint School and its courses, and to enhance the profile of the Joint School as a whole.
10. To undertake any other duties relevant to the Joint School's activities and commensurate with the level of the post, as directed by the Academic Head.

Person Specification

Job Title	Senior Lecturer/Course Leader in BA Hons Film-making and BA Hons Media and Television Production
School/Service	HBU-UCLan School of Media, Communication and Creative Industries

Attributes	Essential	Desirable	Measured By
Work Experience	<p>Experience and evidence of teaching and supervising students effectively through a range of Film/Media and TV scenarios.</p> <p>Experience in the operation of Film/Media studios</p> <p>High level of competence of working in the operation of Film/Media and or TV studio equipment, cameras lighting, audio, editing etc. within time constrained production settings.</p>	<p>Experience in leading teaching teams, and working collaboratively in the areas of Film, Media and or TV Production.</p> <p>Experience of teaching in the Higher Education sector.</p> <p>Experience of liaising with external organisations.</p> <p>Experience of working within international and cross-cultural domains.</p>	Application Form or Interview
Education/Qualifications	<p>Good honours degree in Media/Film or a related discipline.</p> <p>A Masters level qualification in a relevant discipline.</p>	Professional teaching qualification. Also Advance HE/Higher Education Academy Fellowship.	Application Form
Skills/Abilities	<p>Flexible and innovative approach to teaching and development of teaching materials, with the ability to adjust to students' learning needs.</p> <p>Excellent presentation and communication skills.</p> <p>A good understanding of Media language and related competencies.</p> <p>Competent in IT and technical skills.</p> <p>Willingness to undertake training in Blackmagic Design DaVinci Resolve.</p> <p>Ability to lead students within technical environments appropriate to the subject.</p> <p>Competent skills in a broad range of media production</p>	<p>Working knowledge of professional practices in relevant industry.</p> <p>Ability to carry out research, consultancy and professional work in the area.</p> <p>Experience using Blackmagic Design DaVinci Resolve.</p> <p>Experience of online streaming and online media content production.</p>	Application Form, Interview, and Presentation

	<p>aspects, e.g. Video Mixer, ATEM, camera work, lighting, audio recording, video post-production, editing and film theory.</p> <p>Specialism in one or more areas of Film, Media or TV production.</p> <p>Demonstrable broad knowledge of the Film, Media and TV Production industry.</p> <p>Ability to work effectively both independently and as part of a team, and take on and accept responsibility.</p> <p>Ability to empathise with students within a cross cultural environment.</p> <p>Ability to work to deadlines.</p> <p>Excellent networking skills.</p>		
<p>Other</p>	<p>Ability and willingness to work in Baoding, Hebei Province, China.</p> <p>Commitment to high quality teaching and student engagement.</p> <p>Knowledge of academic QA and student support procedures.</p> <p>Ongoing commitment to personal and professional development.</p> <p>Commitment to continuous improvement in quality.</p> <p>A professional approach to administrative duties.</p>	<p>Experience of franchised programmes.</p> <p>Working knowledge of current education and professional practice in relevant industry</p> <p>Experience of Quality Assurance process which fits the standards of a UK HE Degree award overseas.</p>	<p>Application Form and Interview</p>