

### **Job Description**

<b>Job Title:</b>	<b>Lecturer (Practice) in Popular Music</b>
<b>Job Ref:</b>	<b>ACI50</b>
<b>Campus:</b>	<b>Hendon</b>
<b>Grade:</b>	<b>Grade 7</b>
<b>Salary:</b>	<b>£37,530 to £43,111 pro rata (incl. Outer London Weighting)</b>
<b>FTE:</b>	<b>0.6</b>
<b>Period:</b>	<b>Permanent</b>
<b>Reporting To:</b>	<b>Head of Department</b>

### **Overall Purpose and Role Summary**

Performing Arts at Middlesex has a long-established tradition of excellence in training and educating students at undergraduate and postgraduate levels and is one of the leading universities in the UK for music, dance and theatre, and is recognised nationally and internationally for its high calibre teaching and research. We pride ourselves in offering a vibrant and inclusive environment, instilling our students with a sense of confidence, passion, and achievement. Creative collaborative learning, in and beyond the curriculum, is a key feature of the student experience across the Arts and Creative Industries Faculty. This, together with the vicinity of London's many music and performance venues in this global city, makes for a unique learning experience.

The Performing Arts department seeks to appoint a Lecturer in Popular Music (0.6FTE) to lead and contribute to our practical provision. The candidate will be expected to specialize in musicianship and performance, songwriting, or studio production, ideally with the ability to contribute to more than one of these subject areas. The role will typically be held by an experienced practitioner/emerging academic. The successful candidate will contribute to the student learning and teaching experience, and to the research or professional practice and knowledge transfer profiles of the Faculty. The post holder will work within an established academic team.

### **Main responsibilities:**

#### **Learning and teaching**

- Deliver high quality teaching to students
- Design, develop and review teaching activities and materials
- Identify best and innovative practices in learning and teaching and build these into personal teaching practice
- Maintain an understanding of how emerging research in the subject discipline can shape and improve the curriculum, and inform personal teaching practice
- Contribute to course/programme review and design
- Give effective advice, guidance and feedback to students, to support their academic progress
- Enhance student experience and outcomes

### **Academic Leadership and Management**

- Lead learning and teaching activities in a particular area as agreed, e.g. programme/module leadership
- Contribute to the administration of the academic programme by supporting student recruitment, induction etc
- Advise and coach colleagues
- Undertake other activities, as required.

### **Practice and knowledge transfer**

- Investigate and reflect on professional standards and practices and contribute to the presentation and/or publication of findings
- Engage in professional practice activities
- Develop and maintain a network of professional contacts in the sector and the wider community
- Maintain a profile in personal professional practice which has a proven impact on colleagues and practitioners
- Assist colleagues in ensuring that research has impact beyond academia
- Supervise Masters students and contribute to doctoral supervision.

**Hours:** The duties and responsibilities of a Lecturer are wide-ranging. You will be expected to work hours as are reasonably necessary in order to fulfill your duties and responsibilities.

**Leave:** 35 days per annum plus eight Bank Holidays and seven University days taken at Christmas (pro rata for part-time staff) which may need to be taken as time off in lieu.

**Flexibility:** Please note that given the need for flexibility in order to meet the changing requirements of the University, the duties and location of this post and the role of the post-holder may be changed after consultation. The balance of duties may vary over time and will be reviewed as part of the appraisal process.

## PERSON SPECIFICATION

**Post Title:** Lecturer (Practice) in Popular Music (0.6FTE)  
**Job Ref:** ACI50

### Knowledge, Skills and Experience

#### *Essential requirements*

- Appropriate academic qualifications at postgraduate level (normally a doctorate or equivalent) **OR** equivalent professional experience
- Professional experience in musicianship and performance, songwriting, or studio production and a proven ability to deliver high-quality teaching in at least one of these areas
- Understanding of current professional practice in learning and teaching
- Evidence of high quality professional practice
- Commitment to completing formal training in academic practice

#### *Desirable Requirements*

- PGCHE or equivalent teaching qualification
- Proven ability to contribute to high-quality teaching on the BA Popular Music programme in areas beyond immediate specialism/s
- Research/practice outputs of normally international quality, whether academic or in performance practice, and a commitment to attracting project funding

**No Parking at Hendon campus:** There are no parking facilities for new staff joining our Hendon campus, except for Blue Badge holders. If you are applying for a post at our Hendon Campus please ensure you can commute without using a car.

Information on public transport to Hendon can be found here:

<http://www.mdx.ac.uk/get-in-touch/directions-london>

We offer an interest-free season ticket loan, interest-free motorbike loan, and bicycle and motorbike parking and changing facilities.

The post-holder will be expected to actively follow Middlesex University policies and procedures and maintain an awareness and observation of Fire and Health & Safety Regulations.

Flexible working applications (including part-time working) will be considered.

### **What Happens Next?**

If you wish to discuss the job in further detail please contact Dr Richard Osborne (Programme Leader, BA Popular Music) [R.Osborne@mdx.ac.uk](mailto:R.Osborne@mdx.ac.uk).

If selected for interview, you will hear directly from someone in the Faculty of Arts and Creative Industries, usually within 3 weeks of the closing date.

### **Postgraduate Certificate in Higher Education programme**

Staff who do not hold a teaching qualification in Higher Education may be required to undertake a Post Graduate Certificate in Higher Education (PG Cert HE) on appointment.

### **POST GRADUATE CERTIFICATE IN HIGHER EDUCATION**

Set out below are the conditions which apply to newly appointed academic staff in relation to the PG Cert HE programme:

- all staff with a contract of more than two years duration and not less than 0.5 FTE are expected to complete the programme unless exempted at the time of appointment;
- other fractional staff and part-time hourly-paid staff may enroll on the programme subject to the normal University conditions concerning payment of tuition fees;
- exemption shall be granted to suitably qualified and experienced staff: *i.e.* individuals with 3 years full-time teaching experience or equivalent or PG Cert HE or equivalent;
- normally staff should be expected to complete the PG Cert HE programme successfully within 24 months of enrolling;
- normally there will be an upper limit of four years to complete the programme successfully. If problems are identified at 30 months every effort will be made to resolve them at a staff development level;
- failure to complete the programme within four years may result in delayed grade progression within the University from Lecturer to Senior Lecturer and is likely to be considered negatively when candidates in such a position apply for promotion;
- staff must be given adequate time to complete the programme within an agreed time framework (*i.e.* normally within 24 months);
- staff will normally be given a time allocation of 0.1 FTE in order to participate in the programme;
- staff who do not complete the programme successfully within 48 months of enrolment without good cause will not receive a further increment until they do successfully complete the programme;
- where exceptional circumstances apply staff should have the right to appeal to the Deputy Vice-Chancellor against a decision to withhold increments pending successful completion of the programme within four years.

-----  
The following qualifications will be considered for exemption of new teaching staff from undertaking the PGCHE:

#### **Either**

- Qualified teacher status: e.g. Registered teaching qualification recognised by SEDA, Bed, PG Cert E or further education qualification;
- DFEE registered teaching number (school based number);
- Recognised ENB (NURSING) teaching qualification.

#### **Or**

- Three years full time teaching experience (subject to review following guidelines from ITLHE).

#### **Not Accepted**

General Adult Education cert. not accepted at present as it does not consider theories of learning, knowledge, needs, skills, and principles of learning.

**NB** Regardless of exemption, all new lecturers to the University **MUST** go through academic induction.

## Academic Professional Apprenticeships

Newly appointed academic professionals, including Associate Lecturers, engaged in higher education teaching and/or research have for some years been required to undertake the PG Cert HE programme unless they hold an equivalent qualification or relevant experience. This is because Middlesex University is committed to the professionalisation of teaching in higher education through recognition and the celebration of good practice in learning and teaching. The PG Cert HE carries academic credit, not only for articulating and demonstrating the scholarship of teaching and learning but, of equal importance, for evidence from practice which convincingly underpins espoused theory.

From September 2018, subject to eligibility criteria, Academics without a teaching qualification are now required to undertake the Academic Professional Apprenticeship or the PG Cert HE as appropriate.

### Key points

(please refer to the *Academic Professional apprenticeship Guidelines for more detailed information*) <https://www.intra.mdx.ac.uk/key-information/academic-professional-apprenticeship>

- Employees will follow a Teaching or Research route dependent on the focus of their main post'
- The Academic Professional Apprenticeship is expected to be completed over 18 to 24 months.
- Employees working less than 0.8 FTE will have the duration of the Apprenticeship extended.
- 20% of the contractual time is set aside for off the job Training (7 hours a week).
- Applicants will be auto-registered on the Apprenticeship in October or January following their employment.
- The Apprenticeship is managed by the School of Health and Education
- Applicants have 2 years to successfully complete the programme.

### Guidance Table

Considerations	Answer
Does applicant already have a teaching Qualification?	If yes, no further action is required. If applicant does not already have a teaching qualification and is a UK or EEA national (who has been in the UK for at least 3 years) they will be auto registered onto the Academic Professional Apprenticeship.
Is applicant a UK or EEA national (who has been in the UK for at least 3 years) ?	If Applicant does not meet the requirements ( <i>i.e although they have the right to work but have not been in the UK for 3 years</i> ), they will be required to undertake the PG Cert HE as they will not be eligible to be an apprentice.
When are applicants expected to start the programme?	If Applicant commences employment before September, they will commence the programme in September. Applicants who commence employment after September but before January, will commence in January.
Are applicants able to request a deferral?	Any permission for deferral will be given by the Dean.