

Job Description

Job Title: Lecturer in Popular Music (Songwriting) 0.5 FTE
Job Ref: MPA123
Campus: Hendon
Grade: Grade 7
Salary: £36,794 - £42,266 per annum (incl. Outer London Weighting) pro rata

Period: Fixed term – December 31st, 2019

Reporting To: Head of Department

Overall Purpose and Role Summary:

Performing Arts at Middlesex University has a well-respected heritage in practice and research that spans the spectrum of performing arts disciplines. Our courses and research areas emphasize the dynamic relationship between theory and practice, and include dance, theatre arts and music. The University has made significant investment in state-of-the-art facilities to support innovative provision at both undergraduate and postgraduate levels, with a particular emphasis on collaboration. Our graduates are increasingly recognized as among the very best in their disciplines, distinctive in their educational formation and highly sought after within the creative industries sector, both nationally and internationally.

The Performing Arts department seeks to appoint a Lecturer in Popular Music (0.5) to contribute to undergraduate provision in songwriting. The role will be held by an experienced practitioner/developing academic who combines expertise in learning and teaching with research or knowledge transfer and a broader contribution to their programme.

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.

Research and knowledge transfer

- Individually or with others, conduct and disseminate the outputs of high quality research/practice
- Commitment to attracting research and/or knowledge transfer funding
- Develop and maintain a network of research and/or knowledge transfer related contacts, in the University and the wider specialist community
- Be committed to ensuring that research/practice has impact beyond academia
- Continually update own knowledge in the field of specialism.

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

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Knowledge, Skills and Experience

Essential requirements

- Appropriate academic qualifications at postgraduate level (normally a doctorate or equivalent) **OR** equivalent professional experience
- Professional experience of, and a proven ability to deliver high-quality teaching in songwriting
- Understanding of good 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
- 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/aboutus/Location/hendon/directions/index.aspx>

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

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

The postholder should actively follow Middlesex University policies and procedures and maintain an awareness and observation of Fire and Health & Safety Regulations.

What Happens Next ?

If you wish to discuss the job in further detail please contact Dr Peter Fribbins (Director of Music Programmes) P.Fribbins@mdx.ac.uk, 020 8411 5715.

Postgraduate Certificate in Higher Education programme

Staff who do not hold a teaching qualification in Higher Education may be required to undertake a PGCHE 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 Higher Education 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.* 3 years full-time 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 shall 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.