JOB DESCRIPTION

POST TITLE:	LECTURER IN MUSIC PERFORMANCE & PRODUCTION
POST NUMBER:	WREQ2101
GRADE:	LECTURER SCALE

JOB PURPOSE

As a Lecturer in Music Performance and Production, you will join a team of people working within the Faculty of Creative Arts, acting as a tutor as well as teaching on Music courses.

KEY DUTIES AND RESPONSIBILITIES

As post-holder, you will be responsible to the Subject Area Manager, and ultimately the Head of Faculty, for the following:

- Teaching a range of subjects across Level 1, Level 2, and Level 3, Music and Higher Education programmes as required by line manger.
- Tutoring a group of students, showing sensitivity to their needs and encouraging the highest possible standards.
- Assisting students in their progression from their course, either to Higher Education or employment.
- Working in close co-operation with the Subject Area Manager in creating and producing schemes of learning, offering new ideas, and helping to develop and change course content to benefit learner outcomes.
- Having an interest in new and emerging techniques in music and media technologies and an awareness of music and media editing software.
- Showing a concern and involvement in the historical, cultural, and theoretical side of the music and media industry and be willing to contribute, where appropriate, to this aspect of course delivery.

GENERIC DUTIES AND RESPONSIBILITIES

In addition to the requirements of the post above, all academic staff are required to:

- Complete all associated organisation / administrative work, preparation, and marking.
- Deal with immediate student disciplinary and welfare problems.
- Keep and maintain specified student and class records.

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- Prepare, develop, and evaluate courses and course materials, and supervise course provision, where appropriate.

- Assist with administration, enrolment, pre-enrolment counselling, and identification of customer requirements.

- Participate in programme / school / college activities as requested, including parents' evenings interviews and marketing events.

- Participate and undertake Staff Appraisal and in-service training, based upon an assessment of individual service needs.

- Meet the requirements of the Health and Safety at Work Act 1974 and the College's Health and Safety procedures.

- Be prepared to operate on a flexible year, as required; academic staff will normally be expected to work not more than two evenings per week, on average.

- Comply with Information Security requirements, in line with Weston College policy.

- Undertake such other duties as may reasonably be required, commensurate with the grade of the appointment.

HEALTH AND SAFETY

All staff have a duty to maintain the safe and clean conditions of their workplace area and to co-operate with Weston College on matters of Health and Safety. This will include assisting with risk assessments and carrying out appropriate actions, as required. Staff are required to refer to Weston College's Health and Safety Policies in respect to their specific duties and responsibilities.

STAFF DEVELOPMENT

All staff are required to participate fully in Weston College's staff development programmes and have a responsibility to identify their own professional development needs in conjunction with their line manager.

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CONDITIONS OF SERVICE

The College standard Contract of Service for Academic staff applies.

SALARY

Lecturer Scale, Points 1-6:	£23,604.00 – £31,169.00 per annum.

HOURS

Hours of attendance:	Full-time, 37 hours per week.
Teaching contact hours:	828 hours per annum.
Annual leave:	355.5 hours per annum, inclusive of statutory bank holidays and college closures.

The College reserves the right to direct up to 5 days of your annual leave entitlement for efficiency purposes.

As a member of Weston College you will be committed to developing your skills in using technology to enhance learning, including use of the virtual learning environment and classroom equipment.

Weston College is committed to safeguarding and promoting the welfare of young people and vulnerable adults, and expects all staff and volunteers to share this commitment.

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FACULTY OF CREATIVE ARTS

The Faculty of Creative Arts consists of Art and Design, Performance & Production Arts and Creative Digital Media. Courses are offered at a range of levels, from Level 1 to full BA (Hons). The Faculty enjoys, excellent, and purpose-built state-of-the-art facilities, which includes our own spacious studios, suites of Apple Mac computers, three darkrooms, high-tech recording studios, and performance spaces.

Students benefit from well-qualified, experienced, and dedicated staff. The average pass rate for full-time students has been over 98% for the past five years, and we have established an excellent record for placing students into established and highly regarded Higher Education establishments and employment.

Our excellent reputation, student results, progression, and value added was acknowledged during the Ofsted visit in December 2013, when the College was considered 'Outstanding' in all areas, namely teaching, learning, and assessment, outcomes for learners, leadership and management, and overall effectiveness.

We deliver a range of Higher Education courses, in partnership with Bath Spa and UWE. These include Honours Degrees in Graphic Design, Music Production, Musical Theatre, Performing Arts and Games and Animation Production. We also have a wide range of Foundation Degree programmes with associated top-up programmes.

The Creative Arts Faculty also provides a wide range of learning opportunities for adults through our leisure and pleasure courses and Creative Craft programmes. We have approximately 1200 students across all provision types.

The success of the Faculty of Creative Arts is based on a strong belief in teamwork and a staff commitment to a student-centred, quality experience. We hope you feel encouraged to apply and we wish you success with your application.

PERSON SPECIFICATION

	ESSENTIAL	DESIRABLE
Five GCSEs at grade 4 / C or above (or equivalent), including English and Mathematics. *All applicants must be able to provide evidence of a Level 2 qualification in English and Mathematics, or be willing to undertake the Qualification whilst in post.*	✓	
Degree-level qualification, which is appropriate to the work.	✓	
Relevant and successful teaching experience.	✓	
Teaching Qualification. *All candidates for teaching posts must possess a recognised Teaching Qualification, or be prepared to gain this qualification within the first year of service (with the assistance of Weston College).*	✓	
Knowledge and experience of current teaching and learning strategies.	✓	
Working knowledge of music performance and production techniques, for both studio and live events.	✓	
A skilled multi-instrument player with an ability to teach at least one instrument associated with popular music.		✓
Computer literacy on dual platform, PC and MAC.	✓	
Highly motivated.	✓	
Excellent organisation skills.	✓	
Ability to work as part of a team.	✓	
Excellent communication skills.	✓	
Setting and achieving high standards for yourself and your students.	✓	
Promotion a culture of involvement, listening and being responsive to students' needs.	✓	