

## LINCOLN COLLEGE JOB DESCRIPTION



<b>Post Title:</b>	Lecturer in Art and Design – Graphic Design	<b>Post Number:</b>	LC1371P
<b>Daily Supervision:</b>	Curriculum Lead in Art and Design	<b>Grade:</b>	Lecturer 1-4
<b>Department:</b>	Assistant Principal HEART, Health and Care	<b>Last Updated:</b>	May 2025

### Our Purpose:

To be an extraordinary employer-led organisation; producing a highly skilled and productive local workforce.

### Our Mindset:



### Job Purpose:

To provide the highest quality educational experience in Art and Design across a range of programmes, covering subjects such as fine art, photography, graphics. To contribute to the positioning the course as the premier local choice for students looking to develop a career in the popular art industry.



## PRINCIPAL DUTIES AND RESPONSIBILITIES:

1. This post will predominantly be facilitating predominantly graphic design programmes, but will support elements of this on other programmes. The post will contribute to teaching across the following programmes specifically:

- UAL Diploma in Photography Level 2
- UAL Extended Diploma in Graphics Level 3
- UAL Extended Diploma in Photography Level 3
- Higher education courses associated with photography and graphics design

To assist where necessary in the delivery of:

- UAL Diploma in Art and Design Level 2
  - UAL Extended Diploma in Art and Design Level 3
  - UAL Extended Diploma in Fashion Level 3
  - Art Degree programmes
2. To contribute to the development of Art and Design programmes, skills, and content to meet the needs of employment in the Art and Design industry.
  3. To liaise with industry professionals to develop of work-related experiences and enrichment for learners.
  4. To liaise with schools, parents, universities and / or employers as appropriate, to optimise student engagement and success rates.
  5. To contribute to the process of promoting programmes and the recruitment/ selection of students.
  6. To maintain learning, assessment and teaching quality through critical self-reflection and collegial activity.
  7. To collaborate with other teams and programmes in the production of student work and performances.
  8. To promote the development of English and Maths skills within programmes of study.
  9. To liaise with awarding bodies and external examiners / verifiers as necessary.
  10. To accept responsibility for the implementation of the College's Equal Opportunities policy throughout all personal contacts in the College and within this area of responsibility.
  11. To maintain professional standards and expertise by undertaking relevant professional development, including ensuring that knowledge regarding changes to relevant legislation is kept up to date.
  12. To maintain quality standards appropriate to the post.
  13. To conform with the Health and Safety requirements relevant to the post.
  14. To be responsible for the safeguarding and promoting the welfare of children wherever applicable within the role.

**N.B. This is not a complete statement of all duties and responsibilities of this post. The postholder may be required to carry out other lawful and reasonable duties as directed by a supervising manager.**



## PERSON SPECIFICATION

	Knowledge	PSM
1	Honours degree in graphics design or an Art and Design related discipline.	A/I
2	Certificate in Education, PGCE or equivalent or the ability and willingness to obtain a Level 4 professional teaching qualification within 2 years of commencing employment (4 Years for fractional posts).	A/I
3	Knowledge of a variety of techniques and contextualised understanding in Graphics Design disciplines.	A/I

	Skills/Abilities – Interpersonal	PSM
4	The ability to teach and manage learning across a range of programmes related to Art and Design.	A/I/T
5	The ability to communicate effectively to a wide range of people.	A/I/T
6	Good presentation skills.	A/I/T
7	The ability to respond to individual learning needs.	A/I/T
8	The ability to work in a non-discriminatory manner.	A/I
9	The ability to work as part of a team.	A/I

	Experience	PSM
10	Proven competence of teaching on further education in Graphic design related programmes.	A/I
11	Course design and experience with at least one of the following: Digital Marketing, social media, Creating Brand Guidelines, Website Design, UI Design, Product Design and 3d Modelling.	A/I
12	Demonstratable industry specific experience relating to Art and Design.	A/I

	Work Related Circumstances	PSM
13	The ability and willingness to undertake relevant staff development.	A/I
14	Willingness to work at times outside college calendar / day.	A/I

	Skills/Abilities - Other	PSM
15	Good organisational / planning skills.	A/I/T
16	Appropriate level of IT skills to undertake relevant duties i.e. use of Microsoft Office and specifically Adobe illustrator, Adobe InDesign, Adobe Photoshop, with an understanding of Blender / AutoCAD, Adobe XD / Figma.	A/I/T
17	Responsibility for safeguarding and promoting the welfare of children wherever applicable.	A/I

<b>Prepared By:</b>	Steve Horsfield Assistant Principal HEART, Health and Care
<b>Date:</b>	May 2025

Proposed Selection Method Key (PSM)		
A = Application	I = Interview	T = Test

