****

**Faculty of Creative & Cultural Industries**

**School of Art, Design & Performance**

**Senior Lecturer in Musical Theatre**

**ZZ601547**

**THE POST**

Please see the attached job description and person specification.

**TERMS OF APPOINTMENT**

Full-time

Permanent

Salary is in the range £39,609 to £48,677 per annum and progress to the top of the scale is by annual increments payable on 1 September each year. Salary is paid into a bank or building society monthly in arrears.

Annual leave entitlement is 35 working days in a full leave year. The leave year commences on 1 October and staff starting and leaving during that period accrue leave on a pro-rata basis. In addition, the University is normally closed from Christmas Eve until New Year’s Day inclusive and on bank holidays.

In addition, the University is normally closed from Christmas Eve until New Year’s Day inclusive and on bank holidays.

There is a probationary period of one year during which new staff will be expected to demonstrate their suitability for the post.

You will be expected to have commenced and be working towards the relevant Descriptor level of the UK Professional Standards Framework for teaching and supporting learning in higher education during your probationary year. If you are the successful candidate, the Department of Curriculum and Quality Enhancement will be in touch once you start work with further details about this development programme.

It is a condition of the appointment for the proper performance of the duties of the post that the appointee will take up residence at a location such that they are able to fulfil the full range of their contractual duties. This residential requirement will be expected to be fulfilled within twelve months of taking up the appointment. The University has a scheme of financial assistance towards the cost of relocation, details of which can be found on the University website:

<http://www.port.ac.uk/departments/services/humanresources/recruitmentandselection/informationforapplicants/removalandseparationguidelines>

The appointee will be eligible to join the Teachers' Pension Scheme. The scheme's provisions include a final salary based index-linked pension and a lump sum on retirement together with dependants’ benefits.

There is a comprehensive sickness and maternity benefits scheme.

**All interview applicants will be required to bring their passport or full birth certificate and any other 'Right to Work' information to interview where it will be copied and verified.**The successful applicant will not be able to start work until their right to work documentation has been verified.

Please note if you are the successful candidate once the verbal offer of employment has been made and accepted, references will be immediately requested. It is the University’s policy that all employment covering the past three years is referenced. A minimum of two references is required to cover this three-year period of employment or study (where there has been no employment). One of your referees must be your current or most recent employer.

The successful candidate will need to bring documentary evidence of their qualifications to Human Resources on taking up their appointment.

To comply with UKVI legislation, non-EEA candidates are only eligible to apply for this post if it has been advertised for a total of 28 days.

If the position has a requirement for Disclosure and Barring Service check (DBS), this will be stated in the advert. The DBS Application Form will be provided once the selection process has been completed.

All applications must be submitted by 23:59 (UK time) on the closing date published.



**Performance at the University of Portsmouth**

Our dynamic team of Performance staff work within the multidisciplinary School of Art, Design and Performance within the Faculty of Creative and Cultural Industries. For further information on the school see: <http://www2.port.ac.uk/school-of-art-and-design/>

The academics in this area all have a background in practice and research and contribute to the teaching of our BA (Hons) Musical Theatre and, when necessary, our BA (Hons) Drama and Performance. Both courses strike a balance between practical and theoretical approaches. We draw on a curriculum founded on our research activities to equip students with skills and experiences that are applicable to a range of careers both within and beyond the creative industries. There are currently around 200 full-time undergraduate students and a growing number of postgraduate research students in our area.

Our students come from a variety of different backgrounds but they are all energetic, enterprising and creative. We help them focus their energies to become thinking critical practitioners. This means our graduates exhibit an enviable range of transferable skills that serve them well in life after university. We have excellent student satisfaction ratings and post-university employment statistics. We are a TEF Gold-rated university.

Our teaching approaches range from traditional lectures and seminars to performance workshops and theatre devising sessions. We regularly welcome visiting experts to work with us. Some units of teaching are short and intensive while others offer a more sustained engagement. Practical group work is a core part of the curriculum alongside an individual engagement in research and writing. Research skills, enterprise and critical approaches are embedded in all of our teaching.

The staff team apply and develop research and practice in their work and they contribute to the wider research culture of the school and faculty. The team offers a supportive and collegiate environment in which to develop research interests while contributing to the delivery, management and development of our curriculums. The team is currently developing postgraduate taught provision and readying itself for entry into Unit of Assessment 33 in the Research Excellence Framework 2021.

Our White Swan Building, which adjoin Portsmouth’s splendid New Theatre Royal, houses a flexible 90-seat studio theatre, six first-class teaching studios, open-plan staff accommodation, a television studio and music practice facilities. Collaborative opportunities with the professional theatre on our doorstep, alongside working relationships with other arts venues in the city and across the region, including Portsmouth’s Guildhall and the Historic Dockyard enrich the student experience. We sustain and develop collaborations with a number of local, national and international organizations, such as the Royal Shakespeare Company and the Victoria and Albert Museum. We have established partnerships with local, national and international colleges and universities as part of our thriving and increasingly outward-facing research, teaching and practice.

**UNIVERSITY OF PORTSMOUTH – RECRUITMENT PAPERWORK**

1. **JOB DESCRIPTION**

|  |  |
| --- | --- |
| **Job Title:** | Senior Lecturer in Musical Theatre |
| **Grade:** | 8 |
| **Faculty/Centre:** | Creative and Cultural Industries |
| **Department/Service:**  **Location:** | School of Art, Design and Performance |
| **Position Reference No:** | ZZ601547 |
| **Responsible to:** | Head of School – Art, Design and Performance |
| **Responsible for:** | N/A |
| **Effective date of job description:** | June 2019 |

|  |
| --- |
| **Purpose of Job:** |
| The purpose of the post is to complement and enhance existing provision in the design, delivery, management and assessment of undergraduate and (when appropriate) postgraduate teaching in Musical Theatre and, at times, Drama and Performance. The role holder will contribute to the delivery and development of existing practical and theoretical teaching. In particular, we welcome applications from scholars with proven ability to teach history, critical theory and practice in any area of musical theatre. The post may involve various academic leadership roles within the subject area, including the possibility of Module and Course Leadership, admissions tutor activities and/or link tutor for our developing partnership projects. Ideally, the post holder will bring national and international contacts to the benefit of their teaching and our research network and will have outputs ready to be included in REF 2021. |

|  |
| --- |
| **Key Responsibilities:** |
| 1. To work effectively with colleagues, bringing subject knowledge and scholarship to the design, delivery, and assessment and monitoring of undergraduate and postgraduate teaching in Musical Theatre. When appropriate, teaching will extend to the Drama and Performance degree.  2. Take a full and active role in academic leadership and management and administration activities, including (where appropriate) personal tutoring, Module, Level and Course Leadership, admissions activities and/or link tutor for our developing partnership projects.  3. Contribute to the development of new modules and courses by identifying and developing new areas of curriculum provision at under- and post-graduate level.  4. Develop research and/ or innovation networks, objectives, projects, outputs and funding bids that will meet external criteria of excellence in scholarship, innovation or enterprise. Be fully engaged in departmental research activities.  5. Identify and communicate relevant resources needed for curriculum delivery and work with the allocated course budget.  6. Take an active lead by participating and developing external networks. These may include contributing to student recruitment, securing student placements, promoting the School and the University, facilitating outreach work, securing external speakers/practitioners, or building relationships for future activities.  7. Work to the highest professional standards for managing working relations including advising and supporting colleagues with less HE experience, to work as a mentor to new colleagues if required, to act as a responsible team member, and to collaborate with colleagues to identify and respond to students’ needs.  8. Balance the pressures of teaching, research, innovation, administrative demands and competing deadlines.  9. Any other duties or responsibilities as reasonably requested by the Head of School. |

|  |
| --- |
| **Working Relationships:** |
| Course Team  Course Leader  Part-time hourly paid staff  School colleagues  Faculty colleagues  Head of School |

1. **PERSON SPECIFICATION**

|  |  |  |  |
| --- | --- | --- | --- |
| **No** | **Attributes** | **Rating** | **Source** |
| **1.** | **Specific Knowledge & Experience** |  |  |
|  | Proven knowledge and HE experience of theoretical and practical approaches to the study and teaching of Musical Theatre. | E | AF/S |
|  | Ability to create new modules and introduce appropriate innovations in teaching and learning | E | AF/S |
|  | Participation in national and international networks | E | AF/S |
|  | Experience of module coordination, Course Leadership, admissions tutor, or acting as Link tutor for external partnership activities. | D | AF/S |
| **2.** | **Skills & Abilities** |  |  |
|  | Ability to work independently and with other staff to design, manage, deliver and assess undergraduate and postgraduate teaching. | E | AF/S |
|  | Ability to lead students in research informed practice in two or more of the constituent disciplines of musical theatre (acting, singing, dancing, writing, design, etc.). | E | AF/S |
|  | Ability to support student learning effectively, both academically and pastorally. | E | AF/S |
|  | To work and communicate effectively as a team member in the interests of the subject | E | AF/S |
|  | To be able to work as part of an MRes and/or PhD supervisory team | D | AF/S |
|  | Ability to motivate self and others in course design, delivery and curriculum innovation | E | AF/S |
| **3.** | **Qualifications, Education & Training** |  |  |
|  | A good first degree in a relevant subject | E | AF |
|  | MA or similar postgraduate degree in a relevant subject | E | AF |
|  | PhD or are working towards or have aspirations to PhD in a relevant subject | E | AF |
|  | A teaching qualification suitable for HE level work, or willingness to work towards one in post | E | AF |
| **4.** | **Other Requirements** |  |  |
|  | To operate according to professional standards for attendance and course delivery, conduct, effective time-management, balance of duties, sickness/absence notification and responsiveness to internal and external communications. | E | AF/S |
|  | A track-record in research activities, networks and publications. | E | AF/S |

**Legend**

Rating of attribute: E = essential; D = desirable

Source of evidence: AF = Application Form; S = Selection Program (including Interview, Test, Presentation)

**JOB HAZARD IDENTIFICATION FORM**

|  |  |  |  |
| --- | --- | --- | --- |
| **Please tick box(s) if any of the below are likely to be encountered in this role. This is in order to identify potential job related hazards and minimise associated health effects as far as possible. Please use the** [Job Hazard Information](http://www.port.ac.uk/departments/services/humanresources/occupationalhealthservice/jobhazardinformation/filetodownload,164407,en.doc) **document in order to do this and give details in the free text space provided.** | | | |
| 1. International travel/Fieldwork | X | 13. Substances to which COSHH regulations apply (including microorganisms, animal allergens, wood dust, chemicals, skin sensitizers and irritants, welding fume) |  |
| 1. Manual Handling (of loads/people) |  | 14. Working at height |  |
| 1. Human tissue/body fluids (e.g. Healthcare settings, First Aiders, Nursery workers, Laboratory workers) |  | 15. Working with sewage, drains, river or canal water |  |
| 1. Genetically Modified Organisms |  | 16. Confined spaces |  |
| 1. Noise > 80 DbA |  | 17. Vibrating tools |  |
| 1. Night Working   (between 2200 hrs and 0600 hrs) |  | 18. Diving |  |
| 1. Display screen equipment | X | 19. Compressed gases |  |
| 1. Repetitive tasks (e.g. pipette use etc) |  | 20. Small print/colour coding |  |
| 1. Ionising radiation/non-ionising radiation/lasers/UV radiation | | 21. Soil/bio-aerosols |  |
| 10. Asbestos and or lead | | 22. Nanomaterials | |
| 11. Driving on University business: mini-bus (over 9 seats), van, bus, forklift truck, drones only) | | 23. Workplace stressors (e.g. workload, relationships, job role etc) | |
| 12. Food handling | | 24. Other (please specify) | |

|  |
| --- |
|  |

**Completed by Line Manager/Supervisor:**

|  |  |
| --- | --- |
| **Name (block capitals)** | Catherine McNamara |
| **Date** | June 2019 |
| **Extension number** | 5656 |

Managers should use this form and the information contained in it during induction of new staff to identify any training needs or requirement for referral to Occupational Health (OH).

Should any of this associated information be unavailable please contact OH (Tel: 023 9284 3187) so that appropriate advice can be given.