JOB DESCRIPTION

<table>
<thead>
<tr>
<th>Job Title:</th>
<th>Teaching Fellow in Cinematography</th>
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<tbody>
<tr>
<td>Department / Unit:</td>
<td>Media Arts</td>
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<tr>
<td>Grade:</td>
<td>RHUL 8</td>
</tr>
<tr>
<td>Accountable to:</td>
<td>Head of Department</td>
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<tr>
<td>Accountable for:</td>
<td>N/A</td>
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**Purpose of the Post**

To deliver Cinematography courses to second and third year students; to deliver Cinematography element of first year introductory courses. To provide support to other camera based courses as required by management.

**Key Tasks**

1.1. Deliver high quality teaching and oversight within the degree BA Film, Television and Digital Production, with particular attention to second and third year courses in Cinematography [MA2012; MA3012/3112], and the Cinematography elements of the first year introduction to media practice [MA1007/1107]

1.2. Provide support on directing elements of first year introduction to media practice [MA1007].

1.3. Contribute teaching to other courses as required.

1.4. Plan and deliver teaching using a range of techniques to inspire and engage students.

1.5. Identify learning needs of students and define appropriate learning objectives.

1.6. Design and develop own teaching materials, with guidance, if required.

1.7. Supervise the work of students, including project work, and field trips / placements where appropriate.

1.8. Undertake administrative duties as defined by the Head of Department.

1.9. Set and assess work for examination as directed by the Head of Department or Teaching Co-ordinator; select appropriate assessment instruments and criteria; and provide constructive and comprehensive feedback to students.

1.10. Undertake Personal Tutor duties, providing first-line support for students.

1.11. Engage in departmental activities such as attendance at Open Days and AVDs, as required.
Other Duties

The duties listed are not exhaustive and may be varied from time to time as dictated by the changing needs of the College. The post holder will be expected to undertake other duties as appropriate and as requested by his/her manager.

The post holder may be required to work at any of the locations at which the business of Royal Holloway is conducted.

Internal and external relationships

The following list is not exhaustive but the post holder will be required to liaise with:

- Head of School
- Head of Department
- Academic teaching co-ordinator
- School Manager