

## JOB DESCRIPTION

<b>Job Title:</b>	Senior Lecturer in Film, Television and Immersive Media Producing
<b>Department / Unit:</b>	Media Arts
<b>Job type</b>	Academic
<b>Grade:</b>	RHUL 9
<b>Accountable to:</b>	Head of Department
<b>Accountable for:</b>	n/a
<b>Purpose of the Post</b>	
<p>To teach and supervise film, television and immersive media producing and other related topics at postgraduate and other levels, taking full responsibility for the design, management, assessment and delivery of teaching. The role holder will be responsible for convening our well-established and highly-regarded MA Producing Film and Television course. They will also play a leading role in the ongoing development of the course, contributing to strengthening student recruitment and building relationships with external stakeholders. They will contribute to the academic administration of the department and will maintain and build relationships with the wider media production industry to support high quality teaching. They will show a strong commitment to equity, diversity and inclusion in education, professional practice and industry.</p>	
<b>Key Tasks</b>	
<p><b>Teaching</b></p> <ul style="list-style-type: none"> <li>• To design, deliver, and assess high quality teaching programmes and/or courses, ensuring that our teaching meets the needs of a diverse student population.</li> <li>• To undertake activities supporting teaching delivery in the field of film, television and immersive media production.</li> <li>• To act as personal tutor as directed by the Head of Department, ensuring appropriate support and advice is provided.</li> <li>• Provide strategic direction and continuous course development to maintain currency of teaching.</li> <li>• To play a leading role in the expansion of curriculum options in this area working with others to ensure implementation as applicable.</li> <li>• To contribute to other areas of teaching as directed by the Head of Department in response to departmental need.</li> </ul>	

### **Professional Practice**

- Engage with external networks relevant to film, television and immersive media producing.
- Disseminate practice expertise through workshops or seminars or in other relevant forms.
- Engage in a range of activities relevant to the development of professional practice in film, television and immersive media producing.
- To develop and implement innovative strategies for industry informed teaching.

### **Leadership, Enhancement, External Engagement and Impact**

- To lead a postgraduate programme in the relevant subject area.
- To play a full and active part in the administration of the department and its external promotion.
- To attend and actively contribute to departmental and School meetings and committees as appropriate.
- To contribute to the department's growing Film, Television and Immersive Producing opportunities and technologically innovative approach by organising events and student-facing opportunities.
- To play a leading role in developing strategies to maximise student recruitment.
- To participate with departmental or School working groups as required.
- To contribute to the department's strategic planning, and, if required, contribute to School and University strategic planning processes.
- To advise and provide support to less experienced colleagues.
- To co-ordinate and engage in departmental activities such as attendance at open days or applicant visitor days.
- To develop networks both internal and external to the University to develop research and teaching profile and funding opportunities individually and for the department, University and field of research i.e. educational bodies, specific research networks, professional bodies.
- To engage and maintain continuous professional development.

### **Other Duties**

The duties listed are not exhaustive and may be varied from time to time as dictated by the changing needs of the University. The post holder will be expected to undertake other duties as appropriate and as requested by their 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:

**Internal:** Colleagues in the department, School and University. Such colleagues will include: the Head of Department, Executive Dean, Vice Deans, School Manager, members of the University Senior Management Team and members of department and Professional Services Teams.

**External:** National and international research colleagues and networks; schools and other educational stakeholders, the media, non-HEIs in the sector, governmental organisations and other possible outreach partners as appropriate, and Research Councils.



## PERSON SPECIFICATION

Details on the qualifications, experience, skills, knowledge and abilities that are needed to fulfil this role are set out below.

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**Department: Media Arts**

	Essential	Desirable	Tested by Application Form/Interview/Test
<b>Knowledge, Education, Qualifications and Training</b>			
PhD or equivalent relevant professional experience	X		Application Form
Substantial and up to date knowledge of producing for film and television.	X		Application Form / Interview
Experience of designing and delivering teaching and assessment, ideally in Higher Education	X		Application Form / Interview
Possession of a recognised teaching qualification		X	Application Form
Substantial and up to date knowledge of producing for immersive media.		X	Application Form / Interview
<b>Skills and Abilities</b>			
Proven ability to manage complex administrative duties and competing priorities	X		Application Form / Interview
Knowledge and understanding of enhancing student experience	X		Application Form / Interview
Ability to contribute to diversifying and decolonising the curriculum.	X		Application Form / Interview
<b>Personal and Interpersonal Qualities</b>			
Proven ability to develop and sustain relationships with external individuals and agencies.	X		Application Form / Interview
Experience of building and leading teams of people.	X		Application Form / Interview
Excellent interpersonal skills, with the proven ability to teach and engage with students using a variety of different methods.	X		Application Form / Interview
Excellent communication and presentation skills.	X		Application Form / Interview



## Website details

The Department of Media Arts at Royal Holloway seeks to appoint a Senior Lecturer in Film Television and Immersive Media Producing. The successful applicant would be expected to start in January 2024.

We seek to appoint an individual with professional experience of producing film, television and/or immersive media to lead and teach on our highly regarded MA in Producing Film and Television. The role holder will liaise with the admissions department and international recruitment agents to promote the course as a top-level choice for the next generation of producers. They will be responsible for the recruitment and management of visiting lecturers.

Working with the broader teaching team they will manage timetabling, room allocation and other teaching resources, organise industry guest speakers and other contributors, and provide pastoral support for postgraduate students. They will also contribute to undergraduate teaching, professional development and student experience in the department.

The role holder will provide strategic direction and continuous course development to maintain currency of teaching. Liaising with relevant colleagues in the School of Performing and Digital Arts they will build closer links between MA Producing Film and Television and other postgraduate taught programmes in the School.

We anticipate that the role holder will be appointed on a Professional Practice academic pathway, enabling them to maintain and develop their industry profile, expertise and professional activities

In return we offer a highly competitive rewards and benefits package including:

- Generous annual leave entitlement
- Training and Development opportunities
- Pension Scheme with generous employer contribution
- Various schemes including Cycle to Work, Season Ticket Loans and help with the cost of Eyesight testing.
- Free parking

The Department of Media Arts is part of the School of Performing and Digital Arts. The department provides a full range of postgraduate and doctoral programmes to a postgraduate student body that is majority Black and Global Majority.

For an informal conversation about this opportunity please contact either the Head of Department, Dr Nick Hall ([nick.hall@rhul.ac.uk](mailto:nick.hall@rhul.ac.uk)) or the outgoing convenor of MA Producing Film and Television, Mike Dormer ([mike.dormer@rhul.ac.uk](mailto:mike.dormer@rhul.ac.uk)).