A photograph of a historic stone building with a large arched entrance. The building has a mix of brick and stone, with some windows featuring leaded glass. In the foreground, there are lush green trees and bushes, some with small red berries. A yellow text box is overlaid on the left side of the image.

NORWICH UNIVERSITY OF THE ARTS

**Lecturer/Senior Lecturer:
Architecture (Professional
Studies) 0.5FTE**

norwichuni.ac.uk

We are one of the great British art schools: a specialist creative arts university that draws on 175 years of history, with our focus on the future and the role of creativity in addressing global challenges and opportunities.



For further information on Norwich University of the Arts and our Community please visit www.norwichuni.ac.uk

We celebrate diversity and believe it to be at the core of any creative endeavour. Whatever your background, identity and prior experience, wherever you are from, we want you to bring your whole self to work each day, in an environment that recognises your unique contribution.

In choosing to work at Norwich University of the Arts, you will join a community of creative academics, technicians and professional experts who are committed to delivering exceptional Creative Arts Education, Research and Knowledge Exchange. You will work in a stimulating and critically engaged workplace, where the creativity of all our students will develop because of your commitment.

We are renowned for our teaching quality. We have been awarded Gold in the Teaching Excellence Framework (TEF) with the highest possible rating. We are the only creative arts and design university with a triple gold TEF rating.

We have been awarded 'Arts University of the Year 2025' by the Daily Mail. We are in the Top 10 for Teaching Quality in the 2022 Sunday Times Good University Guide. We were the highest climber in the Complete University Guide 2023 – the highest-ranked specialist creative arts university outside London and were named University of the Year for Student Retention by the Sunday Times 2020 Good University Guide for the support we offer from pre-enrolment to post-graduation.

You will work in the heart of Norwich. We are proud of our award-winning campus, which has played a pivotal role in regenerating an exciting quarter of the city.

Our 21st century teaching spaces and workshops are housed in renovated buildings with Medieval, Victorian and Edwardian heritage. Norwich University of the Arts won the Outstanding Estates Strategy Award at the 2018 Times Higher Leadership and Management Awards.

In support of its new Strategy, the University has recently acquired a new building in the heart of Norwich. Bank Plain, a former bank, is an additional 37,000 sq. ft of space and an ambitious commitment to being a high profile, civic university championing the creative arts.

Ninety-four per cent of our graduates are in work or further study six months after graduation, and Norwich University of the Arts won a Guardian University Award for Employability and Entrepreneurship in 2019 for our innovative 'gamification' of careers advice. You will find our graduates in key positions across and beyond the creative sector and industries.

There are of course Oscar nominees and BAFTA winners, but also rising stars who are honoured across the creative industries: from D&AD Pencil winners, to emerging fine artists, photographers and fashion designers.

We understand that making career choices requires careful consideration. We hope that as you learn about us you will be inspired by our ambitions for the future.

**Professor Simon Ofield-Kerr,
Vice-Chancellor**

Committed to equality and valuing diversity

Norwich University of the Arts is committed to being an inclusive community that offers equality of opportunity and enables our staff and students to flourish and succeed, regardless of their background or personal circumstances.

Our commitment to equality, diversity and inclusion is embedded in everything that we do. We celebrate the diversity of our backgrounds, cultures and actions, promoting art and design as a catalyst of social change.

As such, we are champions for the creative arts; empowering all of our students to be valued and productive members of society, with ambitions to change the world.



Situated in the historic city centre of Norwich, with an impressive estate that encompasses both historic buildings and brand-new state of the art facilities, the University is a vibrant community that forms the beating heart of the city and region's arts and cultural worlds.

**Lecturer/Senior Lecturer:
Architecture (Professional
Studies)**

17.5 hours per week for 52
weeks per year, part-time

Salary:

Lecturer:

£18,999 to £22,581 per annum,
pro rata to a full-time salary of
£37,999 to £45,163 per annum,
rising to £19,124 to £22,706 pro
rata to a full-time salary of
£38,249 to £45,413 from 1st
March 2025

Senior Lecturer:

£23,242 - £27,647 per annum,
pro rata to a full-time salary of
£46,485 to £55,295 per annum,
rising to £23,367 to £27,877 per
annum, pro rata to a full-time
salary of £46,735 to £55,755
per annum from 1st March 2025

Closing date for applications:

20th October 2024 11.59pm

Interviews will be held on:

12th November 2024

Our dynamic studio-based Architecture courses address in different ways the role of the contemporary Architect in relation to physical and social contexts and environments, as well as to the specificity of the architectural discipline in relation to other forms of spatial and creative practice.

This post will contribute to the future direction and curriculum of BA (Hons) Architecture (ARB Part I) and Master of Architecture (MArch, ARB Part II) and will have a key role in developing, leading and delivering innovative teaching in the area of Professional Studies.

The role involves working closely with the Architecture and Interior Design Programme Director and Architecture Course Leader, to lead and strengthen the provision of the Architecture Professional Studies and Practice curriculum as defined by the UK Royal Institute of British Architects (RIBA) and prescribed by the UK Architectural Registration Board, while offering a global outlook on the architectural profession and establishing collaborative links with other disciplines and with the profession and industry.

We are seeking to appoint a versatile individual who brings practice and academic experience to the role with a strong understanding of the needs of the Architecture Professional Studies curriculum. The successful candidate will be educated to ARB/RIBA Part 3 level or international equivalent. In addition to the delivery of Architectural Professional Studies contents, you will oversee the Architecture courses' PEDR scheme, and be the Course and Programme University's liaison with the Architecture professional bodies.

We would particularly welcome applications from candidates with recognized standing in the field of architectural practice and/or education, as evidenced by a distinguished record.

You will be an advocate for responsible and inclusive practices with an ability to foster a climate of success through critical debate and co-creation of learning. You will be a champion for promoting diversity and equality in architecture, its practices and environments. You will be an inspiring and innovative professional and a supportive and inclusive teacher with an engaging pedagogical approach in both digital and on-campus teaching sessions. You will be able to demonstrate currency in your professional experience and/or research practice. You will be a strong team player able to demonstrate excellent skills in leadership and in team-working, organisation and management.

The appointment will be made at either Lecturer or Senior Lecturer level dependent on the successful candidate's experience.

We welcome applications from those currently working in education as well as industry-based professionals whom we can support in the development of their academic career.



Job Description

Lecturer: Architecture
(Professional Studies)

Reporting to: Course Leader -
Architecture



Job Purpose

- To provide teaching and learning using appropriate resources
- To engage in research, knowledge exchange, and/or creative practice
- To help deliver a contemporary, inclusive and innovative student experience which supports a diverse body of students in achieving excellence of practice and highly skilled employment and enterprise opportunities
- To contribute to fulfilling the strategic vision of the university through delivery of the operational plan

Main Responsibilities

Teaching, Learning and Assessment

- Assist in developing innovation, sustainability and inclusivity in learning, teaching and assessment
- Use a collaborative approach to teaching, assessment and preparation of course materials and resources
- Collaborate with industry, colleagues and students to develop a future-focused curriculum
- Act as a Year Leader and/or Unit Leader as appropriate
- Design, prepare and deliver relevant and engaging teaching sessions
- Assist the Course Leader in ensuring fair, accurate and timely internal and external assessment processes
- Provide effective and timely two-way communications and feedback with students

Research, Knowledge Exchange and Creative Practice

- Develop and implement a focused, ambitious and achievable personal development plan for research, knowledge exchange and/or creative practice
- Undertake research, knowledge exchange and creative practice that aligns to the strategic aims of the University and informs teaching
- Develop, create and publish recognised outputs
- Contribute to knowledge exchange and research opportunities and projects
- Support development of external networks with organisations, industry and other educational providers

Organisation and Management

- Supervise the day-to-day activities of staff working in teams you have oversight of
- Support the promotion of your course(s) to potential applicants nationally and internationally
- Contribute to the recruitment of students, working with the Course Leader to meet recruitment targets
- Work with the Course Leader to plan and deliver the course timetable according to given parameters and timelines
- Support quality enhancement processes including annual monitoring and periodic review
- Ensure appropriate resources are in place for the cohorts and groups you are responsible for
- Support effective budget management, ensuring value for money and a high-quality student experience

Additional Duties

- Maintain an active approach to continuing professional development and stay abreast of developments within your discipline(s)
- Participate in Committees, Boards and Working Groups as required
- Contribute to cross-university activities, particularly those that help facilitate delivery of the Strategic Plan
- Actively promote equality, diversity and inclusion
- Undertake any other appropriate duties as may be required by the Vice-Chancellor



Person Specification

Essential

- A strong understanding of the needs of the Architecture Professional Studies curriculum
- Educated to ARB/RIBA Part 3 level or international equivalent
- Ability to design and deliver high quality teaching which encourages experimentation; reflects contemporary practices and methodologies; and shows a demonstrable commitment to responsible and inclusive practices
- An emerging profile as a practitioner, researcher and/or industry professional
- An awareness of the professional and industry requirements of future graduates and commitment to developing an industry network
- Strong team working, organisational and time-management skills
- Commitment to responsible and inclusive practices, and to equity, diversity and inclusion generally
- Educated to degree level in a relevant subject
- Commitment to gaining a teaching qualification or equivalent professional recognition

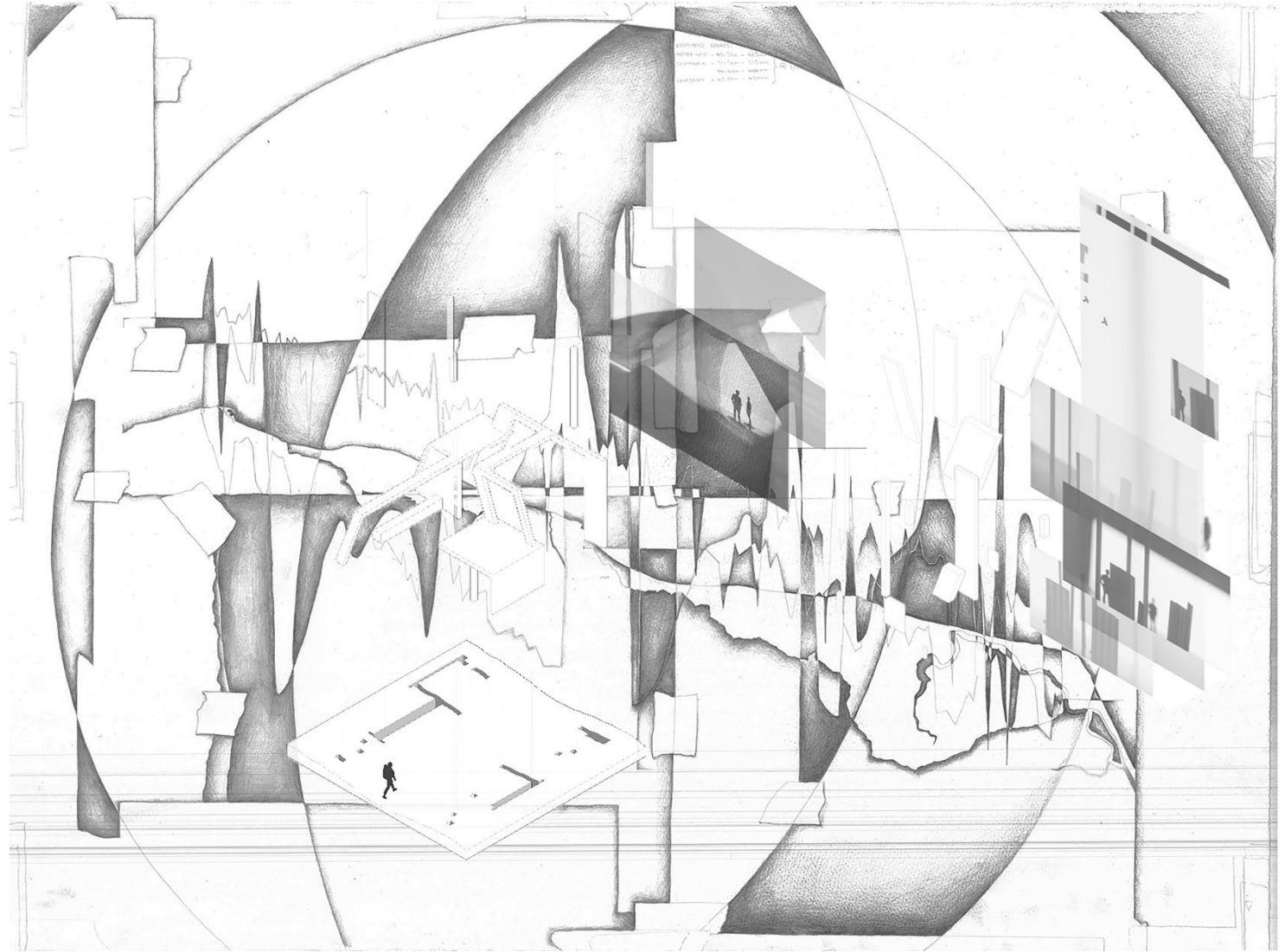
Desirable

- Recognised standing in the field of architectural practice and/or education, as evidenced by a distinguished track record
- A postgraduate qualification in a relevant area and/or equivalent professional experience

Job Description

Senior Lecturer - Architecture (Professional Studies)

Reporting to: Course Leader -
Architecture



Job Purpose

- To support the management of designated courses in terms of teaching, learning and resources
- To engage in research, knowledge exchange and creative practice
- To help design and deliver a contemporary, inclusive and innovative student experience which supports a diverse body of students in achieving excellence of practice and highly skilled employment and enterprise opportunities
- To contribute to fulfilling the strategic vision of the university through delivery of the operational plan

Main Responsibilities

Teaching, Learning and Assessment

- Actively engage in developing innovation, sustainability and inclusivity in curriculum design, learning, teaching and assessment
- Collaborate with industry, colleagues and students to develop a future-focused curriculum
- Act as a Subject Leader, Year Leader and/or Unit Leader as appropriate
- Design, prepare and deliver relevant and engaging teaching sessions
- Work with the Course Leader to ensure fair, accurate and timely internal and external assessment processes
- Provide effective and timely two-way communications and feedback with students

Research, Knowledge Exchange and Creative Practice

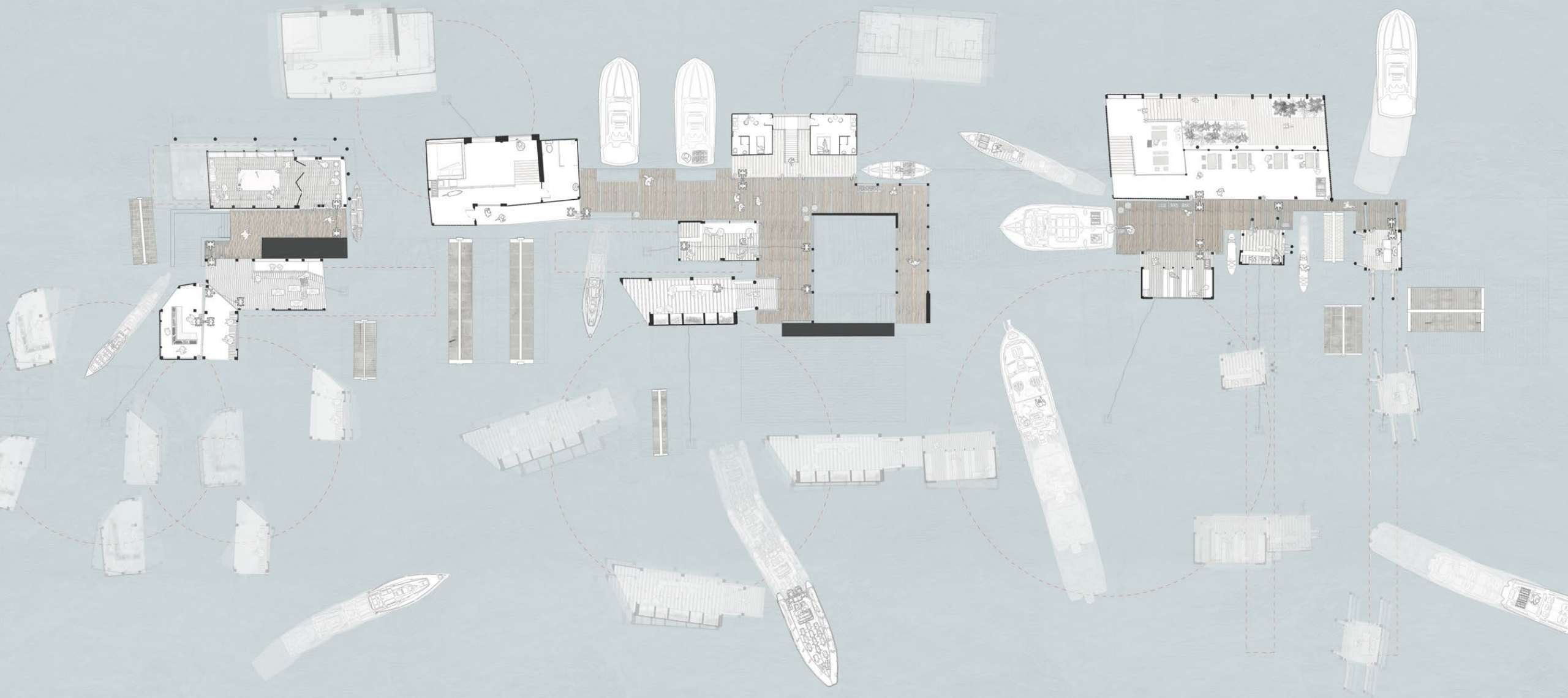
- Develop and implement a focused, ambitious and achievable personal development plan for research, knowledge exchange and/or creative practice
- Undertake research, knowledge exchange and creative practice that aligns to the strategic aims of the University and informs teaching
- Develop, create and publish nationally and internationally recognised outputs
- Identify opportunities and funding, and contribute to, knowledge exchange and research opportunities and projects
- Build and maintain external networks with organisations, industry and other educational providers
- Provide Research and Knowledge Exchange mentorship

Organisation and Management

- Provide leadership and supervision for academic teams you are responsible for
- Engage in the promotion of your course(s) to potential applicants nationally and internationally
- Contribute to the recruitment of students, consciously working to meet recruitment targets
- Work with the Course Leader to plan, coordinate and deliver the course timetable according to given parameters and timelines
- Support quality enhancement processes including annual monitoring and periodic review
- Ensure appropriate resources are in place for the cohorts and groups you are responsible for
- Contribute to effective budget management, ensuring value for money and a high-quality student experience

Additional Duties

- Maintain an active approach to continuing professional development and stay abreast of developments within your discipline(s)
- Chair and/or participate in Committees, Boards and Working Groups as required
- Contribute to cross-university activities, particularly those that help facilitate delivery of the Strategic Plan
- Actively promote equality, diversity and inclusion
- Undertake any other appropriate duties as may be required by the Vice-Chancellor



Person Specification

Essential

- A strong understanding of the needs of the Architecture Professional Studies curriculum
- Educated to ARB/RIBA Part 3 level or international equivalent
- Proven ability to develop and deliver innovative learning and teaching strategies to promote an inclusive learning environment
- A developing national and/or international profile as a practitioner, researcher and/or industry professional
- An understanding of the professional and industry requirements of future graduates and a growing industry network
- Excellent skills in organisation and management, with a collaborative and collegiate approach to teamworking
- Commitment to responsible and inclusive practices, and to equity, diversity and inclusion generally
- A postgraduate qualification in a relevant area and/or equivalent professional experience
- Commitment to achieving a recognised teaching qualification / HEA Fellowship

Desirable

- Recognised standing in the field of architectural practice and/or education, as evidenced by a distinguished track record
- A postgraduate qualification in a relevant area and/or equivalent professional experience
- Recognised teaching qualification / HEA Fellowship



Further Information

Equality, Diversity and Inclusion

It is important that our University community supports our policy on equality, diversity and inclusion and that each of us reflects this in the way that we work.

Health and Safety

We are all responsible for helping to make the University a safe and healthy place to work and study, ensuring that we are compliant with our Health and Safety Policy.

Policies and Procedures

We should keep up to date with the University's policies and processes which are usually available on our intranet, reflecting these in the way that we work.

Staff Development

Our performance and development activities include appraisal and development reviews, participation in learning and development, and a personal responsibility to maintain our own subject knowledge.

Confidentiality

We must maintain appropriate confidentiality in relation to our work and that of the University.

Variation to Job Description

We may vary your duties and responsibilities outlined in the job description to reflect the changing needs of the University.

General Information

Terms and Conditions of Appointment

On appointment, you will receive a full statement of terms and conditions for your role.

Duties

Your duties and responsibilities are outlined in the job description

Starting Date

This post is available on an indefinite basis to commence as soon as possible.

Hours of Work

The standard hours of work for academic staff is not less than 35 hours per week and any additional hours as are necessary for the delivery of your duties and responsibilities. The hours for this post are part-time, working 17.5 hours for 52 weeks per year.

Annual Leave

Your annual holiday entitlement will be 35 days, plus 8 statutory days, pro-rata if part-time. In addition, we may grant up to 4 concessionary days leave per year when the University is closed.

Salary

The salary for this post is as follows:

Lecturer:

£18,999 to £22,581 per annum, pro rata to a full-time salary of

£37,999 to £45,163 per annum, rising to £19,124 to £22,706 pro rata to a full-time salary of £38,249 to £45,413 from 1st March 2025

Senior Lecturer:

£23,242 - £27,647 per annum, pro rata to a full-time salary of

£46,485 to £55,295 per annum, rising to £23,367 to £27,877 per annum, pro rata to a full-time salary of £46,735 to £55,755 per annum from 1st March 2025

Pension

You will automatically join the Teachers' Pension Scheme. Benefits in this scheme are built up on a Career Average Revalued Earnings (or CARE) basis. The percentage contribution you will pay into the scheme will be based on your annual salary. The University will also contribute to your pension.

You can find out more about the pension scheme by visiting the Teachers' Pension Scheme website at www.teacherspensions.co.uk

Interview Expenses

Reasonable travel and incidental expenses will be reimbursed when agreed in advance in line with the University's Candidate Interview Expenses Guidelines which are available on request.

Offers of Employment

All provisional offers of employment are subject to evidence of eligibility to work in the UK, verification of qualifications, satisfactory references and medical assessment process.

If you are unsure of your right to work in the UK you can use the Gov.uk visa checking tool to establish your eligibility and options relating to visas.

Please be aware that all visa routes have their own eligibility criteria and not all roles/applicants will be eligible for sponsorship under the Skilled Worker visa route

Referees

References will not normally be taken up unless a provisional offer of employment is made.

All offers of employment are subject to receipt of satisfactory references covering current or most recent employment and the past three years of work.



Application and Recruitment Process

Job Description and Person Specification

Within this pack you will find the job description and person specification for the post for your consideration before you complete your application form.

The Job Description provides information about the main duties and responsibilities for the position. It also explains the purpose of the post.

The Person Specification sets out the experience, skills, abilities and characteristics to perform the duties in the job description.

We recognise that candidates may sometimes not meet all of our requirements. If you like what you've seen so far, we would still like to hear from you.

Application Form

We ask that applicants complete the application form in full and as clearly as possible.

You may, if you wish, submit a CV with your application form. However, we are unable to accept CVs without a fully completed application form.

The application form is the first stage in the recruitment and selection process and is a key element in being short-listed for an interview and the possible offer of a job.

Equal Opportunities Monitoring

As part of our commitment to equality, diversity and inclusion, we monitor the diversity of our workforce and applicants to help us review the effectiveness of our policies and procedures.

To help us with this, we ask that you complete the Equal Opportunities Monitoring section of the application form.

Submission of Application Form

Please submit your completed application form to jobs@norwichuni.ac.uk quoting reference **A1075** in the subject line.

Please note that we can only accept application forms in either PDF or DOC format.

The closing date for this vacancy is:
20th October 2024 11.59pm

We regret we are unable to accept late applications.

Interview Arrangements

Interviews will normally be held on campus.

We will be in touch to let you know if you are shortlisted for interview.

The date of the interview will be:
12th November 2024

Due to the high volume of applications we receive we are unable to provide you with feedback.

If you are shortlisted, we will ask you to provide us with evidence of your eligibility to work in the UK.

We would like to take this opportunity to thank you for your interest in this position and wish you success with your application.

If you have any queries regarding any aspect of the recruitment and selection process, please contact the Human Resources Team by emailing jobs@norwichuni.ac.uk.



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