



# Lancaster University College at Beijing Jiaotong University

## JOB DESCRIPTION

International Lecturer in Design (Teaching and Research)

Vacancy Ref: A2807

<b>Job Title:</b> International Lecturer in Design (Teaching and Research)	<b>Present Grade:</b> 7
<b>Department/College:</b> Lancaster Institute for the Contemporary Arts	
<b>Directly responsible to:</b> Head of Department	
<b>Supervisory responsibility for:</b> N/A	
<b>Other contacts</b>  <b>Internal:</b> Colleagues and students in Lancaster Institute for the Contemporary Arts and in the Faculty of Arts and Social Sciences, as well as colleagues from other faculties and services (e.g. student support, library, ISS, central administration) and colleagues at Beijing Jiaotong University  <b>External:</b> Relevant professional bodies, academic and research networks, publishers and media organisations, employers and business organisations	
<b>General Description:</b>  The post will be join the team responsible for delivering design teaching on the Design Interactions undergraduate programme at the Lancaster University Joint Institute in Weihai, China as part of the international strategic partnership that has been established between Beijing-Jiaotong University and Lancaster University (BJTU-LU).	
<b>Major Duties:</b>  TEACHING  <ol style="list-style-type: none"><li>1. Develop, deliver and evaluate teaching modules in design and design related subjects.</li><li>2. To deliver more than one teaching module at a time during the assignment periods to Weihai.</li><li>3. To contribute to undergraduate teaching in the Department through delivery and development of lectures, workshops, seminars, tutorials, project supervision, as well as coursework and exam setting and marking, according to normal teaching duties.</li><li>4. To communicate effectively with students, including via office hours and electronic means, according to the department's policy.</li><li>5. To contribute to the department's academic and pastoral care of its students and to the enhancement of their learning, personal development and achievement.</li></ol> Scholarly activity  <ol style="list-style-type: none"><li>6. Contribute to the development of the Department through the generation of research, teaching and scholarship of at least national excellence;</li></ol>	

7. Develop a personal research agenda (in keeping with REF criteria) leading to publications in high quality peer-reviewed academic journals or other relevant modes of dissemination, seeking to produce work of at least national standing within the strategic aims of the Department and University;
8. Participate in research teams or other collaborative research initiatives with internal and external stakeholders.

#### ADMINISTRATION

9. To participate in relevant committees and carry out administrative roles and duties.
10. To participate in outreach and undergraduate recruitment activities, including interview and open days.

#### PERSONAL DEVELOPMENT

11. To participate in teaching and research-related personal development.
12. To participate in departmental away days and performance development reviews.

#### OTHER

13. Exercise a high degree of personal professional autonomy
14. To carry out other duties appropriate to the grade and position, as advised by the Head of Department.

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