

ROYAL COLLEGE OF ART

JOB DESCRIPTION

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| Post: | Senior Tutor (Research) Ceramics & Glass |
| School: | Arts & Humanities |
| Programme: | Ceramics & Glass |
| Grade: | 10 |
| FTE: | 0.6 |
| Responsible to: | Head of Programme |

The Royal College of Art

The Royal College of Art is the only entirely postgraduate institution of university status dedicated to research and knowledge exchange, teaching and practice in art, design, communication and humanities. Located in South Kensington, Battersea and White City, its international reputation for excellence in teaching, research and employability has been recognised for three successive years by the highly regarded QS World Ranking survey, with the College rated the world's number one art and design University in 2015, 2016 and 2017. The College will have some 2,100 students following postgraduate courses in the 2017 – 18 academic year and the staff, both full- and part-time, totals approximately 400.

In March 2016, the UK government announced a commitment to help fund a £100 million development of the College's Battersea site to create a flagship centre for design and innovation.

The College has a long history of achievement in art and design education, numerous eminent graduates and a remarkable record of graduate employment.

The School of Arts & Humanities

The new School of Arts & Humanities brings together programmes and research previously located in the Schools of Fine Art, Humanities and Material, in order to enhance opportunities for collaboration and interdisciplinary activity and to enrich the experience of our students and researchers.

The School is concerned to examine the means by which the arts are made, critiqued, displayed and engaged with— the rich array of positions, methods, contexts and materials that artists, designers, curators and writers use and have used, as well as the subjects, ideas and issues that are successfully articulated by these disciplines. We pay attention to the arts within the everyday, and to the everyday as site of practice, and as archive. We maintain close and productive links with numerous arts and culture organisations to ensure that our work is relevant and public facing.

The School of Arts & Humanities offers students and researchers the opportunity to develop their own practices and careers as artists, makers, historians, theorists, writers and curators. All are encouraged to focus in depth on the particularities of their own work while also being exposed to more critically diverse positions across the School.

The School has a distinctive research culture, based upon a dynamic interplay between theory and practice, and encompassing a broad range of subjects and approaches, from highly individuated scholarly and creative enquiry to projects concerning public policy and evaluation; from collections-based research to speculative practice-focused enquiry.

The School enables focused research and study within an environment that is ambitious to generate new practices and insights. We thrive on interaction across the broad areas of fine and applied arts and the humanities, through School-wide lectures, workshops and tutorials delivered by key contemporary artists, writers, curators and thinkers, many of whom form part of our permanent staff base.

MA Ceramics & Glass

The spirit of Ceramics & Glass at the RCA springs from the heart of those media, and a belief in the transformative power of material thinking, research and making to enrich our world in imaginative and meaningful ways. The programme is a site for contemporary discourse where personal concerns and global perspectives intersect. We seek those with passion to extend the possibilities and perspectives of ceramics and glass within and beyond traditional limitations, informed by their rich provenance of materials and practices.

The Ceramics & Glass MA at the RCA provides outstanding opportunities to develop a dynamic, informed and connected practice in a study environment that embraces diversity and depth. We believe in interrogating practices and challenging conventions.

Our hyper-material age presents exciting and critical opportunities to explore cultures of production; to ask questions about what, why and how we make; to express ideas through the symbolic modes of things and transformative character of substances, and to consider how our work can influence physical, personal and psycho-social environments. We challenge and encourage you to stretch your imagination, expand your potential and find your voice.

The MA spectrum of enquiry includes art and design works, design for manufacture and the built environment, emerging experimental practices and applications. Curiosity is nurtured through the imaginative exploration of concepts, the investigation of material properties and technologies, the potential of interdisciplinary practice and collaboration. Making, thinking and writing skills are integrated to develop critical perspectives of practice and purpose, and to foster new understandings of our interaction with 'things'.

The exceptional ceramic and glass facilities at the Royal College underpin a dynamic study environment led by outstanding teachers and technical experts, supported by contributions from peers, acclaimed visiting lecturers and graduates, who have shaped the programme's leading research and international standing over many years.

The MA study experience integrates studio-based project learning with a formal dialogue in Critical & Historical Studies, scaffolded by the rigour of enquiry and reflective practice. Workshops, lectures, visiting experts and collaboration opportunities are supplemented by seminars and personal tutorials to provide guidance, foster critical reflection and encourage the development of individual trajectories and ambitions.

The role of Senior Tutor: Ceramics & Glass

We are seeking an outstanding practitioner and researcher in the field of Ceramics & Glass to contribute towards the on-going work of the School of Arts & Humanities and the Royal College of Art more broadly. The successful candidate will demonstrate enthusiasm for working with students and alongside colleagues with the high levels of commitment and energy required by a world-leading environment. They will be well networked and demonstrably engaged with the international context of the field, from which they will be prepared to draw for the benefit of the College.

As well as being able to support and respond to the work of MA and PhD students, the successful candidate will also be expected to teach from their own research by delivering lectures, workshops, seminars and crits across the School of Arts & Humanities.

They will be expected to contribute to be able to contribute to the development of the curriculum and be prepared to pioneer new ways of teaching. They will also be expected to undertake administration around their teaching and research as required by the well-established structures present across the School.

As a Senior Tutor the successful candidate will be expected to be able to stand in for the Head of Programme in the chairing of admissions and exam boards as well as the day to day leadership, planning and management of the programme. They will remain engaged with the broader discourse of the School and the College and may regularly be called on to represent their programme on the School Leadership Team and the School in College committees and working groups.

Their research will be expected to operate at a high level, consistently producing research outputs of at least 3* REF quality to enable submission to the REF. They will also be expected to pursue funding opportunities for their research and where possible to involve colleagues in collaborative projects and contributing to the rich research culture and environment of the School.

The successful candidate will seek always to promote the College and its staff and students, acting always as a positive advocate for the Royal College of Art.

Across the following areas of focus and delivery the tutor is expected to:

Learning & teaching

- Provide academic, pastoral and technical (as appropriate) tutorial support to students, including regular one to one meetings as agreed
- Provide regular feedback to students to help them develop their skills and improve the quality of their work
- Participate in the assessment of student work, including through participation in the assessment board as required, ensuring a rigorous and fair assessment of the work
- If directed by the head of programme, lead a designated high quality project, ensuring delivery on time and on budget
- Contribute to, deliver and where appropriate lead on cross-college, cross-school and cross-disciplinary teaching and research activities as appropriate
- Keep abreast of innovation and best practice in learning and teaching in own subject
- Continually update own knowledge and understanding in academic specialism
- Supervise research students (MPhil or PhD as appropriate)
- Contribute to the development and enhancement of new and existing programmes and pathways, ensuring high quality academic content and innovation in learning and teaching, and assessment
- Contribute to teaching delivery, leading on allocated areas and delivering high quality teaching content that meets the needs of individual students
- Chair the relevant assessment boards as permitted under college regulations
- Explore and exploit the possibilities for collaboration with programmes in and beyond the School
- Coordinate visiting lecturers, setting clear expectations, monitoring performance, and providing feedback as required
- Brief external contributors to programmes, such as guest lecturers or speakers from industry, ensuring support and guidance as appropriate to the programme

Research

- Disseminate research findings through appropriate channels, and in line with



the College's overall strategy

- Complete and keep up to date five year individual research plan, reviewed and updated annually
- Develop and follow research interests in line with the strategic direction of the College and school, in consultation with the head of programme and the dean
- Determine relevant research objectives and prepare proposals tailored to the appropriate audiences
- Consistently produce research outputs of at least 3* REF quality to enable submission to the REF
- Ensure that research makes a significant contribution to the overall standing of the school
- Conduct and lead research projects, building a programme of research which contributes to the overall standing and reputation of the College and contribute to school research funding targets
- Lead a research group, if appropriate, managing successful delivery of research objectives, and ensuring effective collaboration high quality outputs
- Provide research mentoring to tutors or others as appropriate, supporting and advising on research projects to help ensure optimal outcomes
- Develop and submit funding bids making a significant contribution to securing research funding in line with school targets
- Explore and exploit the possibilities for research collaboration with colleagues in and beyond the school

Academic management, administration & citizenship

- Participate in student recruitment, including assessing student ability and potential to inform recruitment decisions
- Promote the College to potential students, through speaking engagements, attendance at promotional events, or other relevant activities
- Lead field trips in line with programme requirements, supporting student learning and helping to ensure pedagogic value from such trips
- Undertake risk assessments for work as necessary, complying with the necessary policies and procedures and ensuring the safety of students and colleagues
- Participate in college committees as appropriate, contributing to sound decision making
- Contribute to annual programme monitoring, ensuring quality and identifying areas for improvement
- Support the development of tutors and visiting lecturers through mentoring, advice and feedback
- Manage projects to ensure high quality delivery on time to budget
- Contribute to the College's strategic plan

Knowledge transfer & executive education

- Actively build relationships with industry, and other relevant funding partners to promote the College and its students, to develop potential research and other revenue opportunities
- Lead proposals for knowledge exchange funding and manage any grants awarded to ensure delivery of objectives
- Develop opportunities for knowledge exchange and lead on knowledge exchange projects ensuring value for the College

Person specification

The RCA is seeking a recognised practitioner in the field of Ceramics & Glass with an international reputation supported by a portfolio of art work, exhibitions, academic research and publications. The successful candidate will be critically informed and ambitious for the work of the College in developing the Ceramics & Glass programme and graduates internationally and will also understand the changing nature of higher education in an international and UK context. They will have an energy and enthusiasm for the student experience, and be able to work well across teams within the RCA and the School of Arts & Humanities.

In order to fulfil the requirements of the post the successful candidate will demonstrate experience of management and administration in an HE or related context, as well as the capacity to deal with planning and the production of documentation and reports.

The successful candidate should also be able to demonstrate:

Essential criteria

Essential

- First degree in a relevant specialism
- A postgraduate certificate (PGCert) in higher education and/or accredited fellow of the Higher Education Academy, or willingness to undertake appropriate training to achieve such within two years of appointment
- If supervising research students, have completed research supervision training or willingness to undertake and complete appropriate training within two years of appointment
- Commitment to high quality teaching and fostering a positive learning environment for students
- Commitment to continuous professional development.
- Commitment to equality of opportunity and the ability to work harmoniously with colleagues and students of all cultures and backgrounds

- Evidence of the ability to supervise academic work at masters and doctoral level
- Proven record of producing research outputs of at least 3* REF quality
- A recognised international profile in relevant specialist field
- Significant contribution as an effective teacher of postgraduate students and, through teaching, significant contribution to the advancement of the subject
- Evidence of the ability to act as principal investigator or co-investigator

Desirable

- A doctorate in relevant field
- Experience of devising and teaching courses, and setting and assessing written work at postgraduate degree level

Additional information

- Salary working 3 days per week: £31,414 - £35,149 p.a. per annum inclusive of London Allowance.
- Normal hours will total 21 per week over 3 days, 9.30am to 5.30pm with an hour each day for lunch.
- 18 days annual leave plus extended breaks at Christmas and Easter.
- The successful candidate may be required to work across the RCA's three London sites (Kensington, Battersea and White City).
- The appointment is permanent subject to a two-year probationary period.
- A contributory defined benefit pension scheme and interest free season ticket loan are available.
- The College requires newly appointment academic staff who are not in possession of a recognised qualification in learning and teaching in higher education to obtain an appropriate qualification in learning and teaching or research degree supervision.
- Time to conduct research will be allocated to the person appointed on the basis of the College's Academic Employment Framework. This stipulates a minimum of 20% research time for a research academic.

It is expected that the successful candidate will be able to take up the post by the start of the 2017- 18 academic year or as soon as possible thereafter.

JULY 2017

PAY & BENEFITS

Pension

The Royal College of Art is a member of the Superannuation Arrangements of the University of London (SAUL) which is a contributory defined benefit pension scheme. The college will contribute a sum equal to 16% of your salary while you pay 6%.

Holiday

6 weeks' (30 days) paid leave a year plus bank and public holidays normally observed in England and Wales. In addition, the college is normally closed for six days a year, one day either side of Easter and the remainder between Christmas and New Year. Part-time staff will be entitled to the pro rata equivalent.

Season ticket loans

Interest-free loans are available for staff to purchase annual season tickets.

Enhanced maternity and adoption pay

Qualifying employees are entitled to enhanced maternity/adoption pay: 26 weeks' full pay, 13 weeks Statutory Maternity/Adoption Pay. This compares to the statutory provision of 90% of average pay for 6 weeks followed by Statutory Maternity/Adoption Pay for 33 weeks.

Enhanced paternity pay

Qualifying employees are entitled to two weeks' paternity leave entitlement at full pay. This compares to the statutory provision of two weeks' pay at the statutory rate.

Enhanced sick pay

Occupational sick pay after six months' service is three months' full pay/three months' half pay.

24/7 confidential support

Staff and family members in their household have access to a free, external confidential support service for work, financial, legal, family and personal problems 24 hours a day, 365 days a year.

Occupational health

Occupational Health support for the College is provided by Imperial College's occupational health service at their South Kensington Campus.

Cycle to Work Scheme

The Royal College of Art has signed up to the Cycle to Work Scheme – part of the government's Green Transport Initiative – which allows employees to make significant savings on purchasing new bikes and safety equipment.

Childcare Vouchers

The Royal College of Art enables staff to purchase childcare vouchers, through its partner Edenred, as a salary sacrifice scheme.

Life Cover

Active members of the SAUL pension scheme automatically receive life cover. A lump sum of four times your salary together with a refund of your contributions and a 2/3 pension for your dependent/spouse is payable should you die whilst in employment.

Professorships and readerships

The College awards professorships or readership to academic staff based on published criteria through an annual application process. Any award is subject to successful completion of probationary period, which is normally one year from first appointment.

Library

All staff are welcome to join the college library.

Events

All staff are welcome to attend exhibitions, lectures and private views held by academic schools and programmes.