



Royal College of Art

Postgraduate Art & Design

ROYAL COLLEGE OF ART

JOB DESCRIPTION

Post:	Tutor (research)
School:	School of Design
Programme:	Service Design
Grade:	9
Responsible to:	Head of Programme
FTE:	1.0
Tenure:	Permanent
Responsible to:	Head of Programme

Background

The Royal College of Art is the UK's only entirely postgraduate institution of art and design, dedicated to teaching, research and knowledge exchange with industry. The RCA has been ranked the number one university-level institution for art & design, internationally, for the eighth consecutive year according to the QS World University Rankings by Subject, 2021.

The College currently has some 2,700 students registered for Graduate Diploma, MA, MRes, MPhil and PhD degrees, and this is set to rise to 3,000 in coming years. The majority of postgraduate teaching and research supervision is delivered by the RCA's four Schools: Architecture, Arts & Humanities; Communication; Design, with each School led by a Dean of international standing and a recognised leader in their field.

In addition, the RCA has a number of established and planned research centres: the Helen Hamlyn Centre for Design; the Material Science Research Centre (which includes the Burberry Materials Futures Research Group); the Intelligent Mobility Design Centre, the HELIX Centre, and future centres in Computer Science and in Drawing. The RCA is also home to one of the UK's most successful university incubators, InnovationRCA.

Our People

The RCA's Royal Visitor (Patron) is HRH Prince of Wales; its Chancellor is Sir Jony Ive, and the Pro-Chancellor and Chair of Council is Sir Peter Bazalgette. The RCA's Vice-Chancellor - the CEO of the institution - is Dr Paul Thompson. The RCA has more than 450 permanent staff, including internationally renowned artists, designers, architects, theorists and curators. These staff, together with an innovative pedagogy, world-class technical facilities and research centres, all contribute to an exceptional environment and a remarkable record of graduate employment. Generations of eminent graduates have created far-reaching impact and influence, such as Barbara Hepworth, Bridget Riley, David Hockney, Sir Ridley Scott, Sir James Dyson OM, Asif Kapadia, Thomas Heatherwick, Chris Ofili, Tracey Emin, Jake & Dinos Chapman, Christopher Bailey, Idris



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Khan, Chantal Joffe, Sir David Adjaye, Erdem, Monster Chetwynd, Oscar Murillo and Lina Lapelyte.

Strategic Plan 2022–2027

The RCA is currently crafting a new strategic plan, involving all staff in a process that was concluded in March 2022, with the publication of a new Strategic Vision and Plan for the next five years and the appointment of our new Chair of Council, Sir Peter Bazalgette.

This plan will embrace the roll out of a new model of delivery for our taught postgraduate programmes; it will underscore our commitment to being the world's most research-intensive art & design university; and it will commit to a number of Equity and Diversity goals which will lead towards the RCA becoming an anti-racist institution.

School of Design

The School of Design offers programmes that engage with a broad spectrum of design from the industry-focused, through collaboration with engineering and science, to the experimental and theoretical. With a strong culture of innovation, experimentation and debate, as well as research degrees at MPhil and PhD level, the School explores the boundaries of knowledge in the fields of industrial design, design engineering, product design, service design, critical design, systems and services, social innovation, new materials, globalisation and the discourse between international pedagogies and manufacturing.

Programme

The RCA Service Design course was established in 2012 and since then has become the world's leading service design course producing cohorts of successful and influential designers working in the commercial and public sector. The programme is moving to a new academic module of a one-year Masters MA (RCA) as well as growing research activities including MPhil / PhD programmes. The Masters programme takes a diverse range of applicants (digital and product designers, social science, business management and from many other disciplines) and introduces them to service design methods and principles, behaviour, human centred design, systems thinking, team working and collaborative research processes.

The programme is built around a series of Challenge Labs that connect industry and public sector partners, student projects, research and action on the key issues of our times including the environment, societal issues, commercial innovation and ethical technology.

Since 2019 the course has been led by Clive Grinyer who took over from course founder and now Head of Knowledge Management Nick de Leon.

Purpose of the post

With the popularity of the course and the growth of students wishing to study service design, we have an opportunity to grow the staff. Delivering a successful Masters programme in the extended three semester model creates new opportunities for interaction with students and developing our influence and impact through student projects and our research portfolio.

In joining this successful, friendly and energetic team, we are looking for people who are proactive in developing the practice of service design with a strong research base who are keen to contribute to the development of this still new discipline. The role will include



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management of student projects and industry partners, develop world class research around the Challenge Lab topics and research strategy and bring specific expertise in an area of service design. This may include ethics, data, sustainability or service design methods such as research or experience prototyping.

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
- Contribute to teaching, delivering high quality teaching content that meets the needs of individual students
- Contribute to curriculum design and supporting material to help ensure high quality academic content and innovation in learning and teaching, and assessment

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 to enable submission to the REF
- Ensure that research makes a significant contribution to the overall standing of the school
- Conduct and lead individual 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

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



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making

Knowledge transfer & executive education

- Contribute towards proposals for funding and manage any individual grants awarded to ensure delivery of objectives
- Seek to develop links with industry in area of specialism to promote the College and its students

Skills, knowledge and experience

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
- 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, or clear potential to produce, research outputs of at least 3* REF quality in line with the strategic direction of the College
- Experience of devising and teaching courses, and setting and assessing written work at undergraduate or postgraduate degree level

Desirable

- A doctorate in relevant field or evidence of appropriate professional practice or academic achievement
- Evidence of the ability to supervise academic work at masters level
- If supervising research students, have completed research supervision training or willingness to undertake and complete appropriate training within two years of appointment

Additional information

- Salary working 5 days per week: £47,290 - £52,880 per annum inclusive of London Allowance.
- Normal hours will total 40 hours per week over 5 days, 9.30am to 5.30pm with an hour each day for lunch
- 30 days annual leave plus extended breaks at Christmas and Easter
- A contributory defined benefit pension scheme and interest free season ticket loan are available
- The appointment is permanent subject to a two-year probationary period.
- 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.



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- The successful candidate will be required to work at our Kensington, and across the RCA's other London sites (White City and Battersea) as necessary and reasonably requested.

MAY 2022



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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 19% of your salary while you pay 6%.

Holiday

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.

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.

Library

All staff are welcome to join the college library.



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Events

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