

JOB DESCRIPTION

Job Title:	Senior Lecturer - Camera
Reports to:	Head of Camera
Line manages:	N/A
Contract:	Permanent, Part time, 2 days per week (14 hours)
Last Updated:	October 2025

Job Summary

The primary responsibilities of the Senior Lecturer are to plan, teach and assess, provide student learning support, contribute to curriculum development and review as a member of the teaching team for the programme(s) to meet defined learning objectives.

Main Responsibilities

Teaching & Learning Support

- Plan, prepare and teach students in line with the validated course and module specifications, using a range of modes of delivery and methods to meet learning objectives and outcomes.
- Undertake continuous formative assessment of student progress and performance.
- Participate in summative assessment of students' work.
- Proactively contribute to curriculum development, programme review and validation of programmes.
- Involvement in student induction programmes.
- Undertake teaching, and/or research supervision in other programmes or collaborative learning activities when required.
- Stay abreast of developments in the area of specialism, including honing skills for teaching, supervision and interaction with students to foster learning and creative thinking.
- Contribute to and participate in internal and external quality and other regulatory reviews.

Professional Practice & Research

- Maintain strong professional practice in their field.
- Undertake and/or participate in research and scholarship, individually and/or in collaboration, contributing to specialist subject knowledge and for learning and teaching, and strategic objectives of the LFS, as appropriate.

Administration

- Undertake academic administration duties such as timetable/lesson planning, attendance taking, internal and external reporting, project management, when required.
- Attend programme related meetings and examination boards meetings as and when required.
- Attend staff meetings / learning activities as and when required.
- Undertake teaching related administrative matters.

Student Personal Tutoring

- Act as mentor for students and provide pastoral care and support in learning and to deal with issues and concerns of students, as a first line support.
- Refer students to the appropriate channel or Head of Department/Head of Studies should the need arise.

Student Recruitment

- Participate, when required, as a member of the student recruitment team for the programme and the LFS
- Review applications and interview applicants as and when required by Admissions staff in line with the LFS Admissions Policy.

General responsibilities applicable to all LFS staff

- Understand and support the vision, mission and values of LFS;
- Ensure Diversity and Inclusion is at the forefront of your thinking when undertaking your responsibilities at LFS.
- Maintain awareness of your own and others' Health and Safety, and comply with the LFS's Health and Safety policy;
- Take appropriate responsibility for records held, created or used as part of your work for the LFS (paper-based and electronic) as per the relevant data protection regulations;
- Encourage team working and effective communication with colleagues;
- Act as a representative of the LFS and deal with LFS students, stakeholders and the public in a professional manner at all times;
- Comply with LFS financial policies and practices as applicable;
- Commit to and undertake continuous personal and professional development;

Please note: that this role may require the post-holder to be on-call to provide student support at weekends during term time in return for time off in lieu

This job description will be subject to review in the light of changing circumstances and is not intended to be rigid or inflexible but should be regarded as providing guidelines and accountabilities within which the individual works.

PERSON SPECIFICATION

Skills, Experience & Knowledge

Teaching experience at the tertiary level in the relevant academic area.
Specialist knowledge in the relevant subject area.
Comprehensive knowledge of arts education at tertiary level including curriculum development, design, teaching, learning methodologies, and assessment of learning outcomes.
Good understanding of conducting individual and/or joint research projects.
Familiar with e-learning for programme delivery.
Proficient in MS Office suites.
Knowledge of relevant software applications for teaching & learning.
Extensive industry experience and professional practice relevant to the programme.

Experience of working for a not-for-profit/higher education organisation.

Qualifications

Postgraduate qualification, or equivalent in a relevant discipline, or at least 10 years professional practice.

Personal attributes

Ability to engage students through a range of delivery modes and supervision.
Excellent interpersonal skills and willingness to provide support to students
Strong commitment to the development of artistic practice.
Good pastoral care skills in relating to issues concerning students

Excellent interpersonal skills with proven ability to work collaboratively
Able to find pragmatic solutions, seek improvements, and adapt
Able to present information, verbally and in writing, in a clear and concise manner, with excellent attention to detail
Positive “can do” attitude and willingness to support others where needed
Ability to multi-task and work in a fast-paced environment
Flexible and helpful attitude
High level of written and oral communication skills
Ability to identify and progress work priorities
Strong organisational and analytical skills
Ability to work as a team member, including being flexible and supportive of other team members
Ability to work positively, imaginatively and proactively to meet challenges and achieve results



LFS is an Equal Opportunities Employer

Please refer to LFS Privacy Policies (<http://lfs.org.uk/privacy-policies>) for details of the personal data that LFS holds and processes about staff, contractors and job candidates.

Expectations of all staff

Professional standards

All staff employed by LFS are expected to exhibit high professional standards which promote and demonstrate the School's core values of Creativity, Collaboration, Community, Quality and Professional Practice.

Equal Opportunities

All staff are expected to understand and enact the School's commitment to ensuring equity, equality and diversity in all activities. This commitment is enshrined in the Equality Statement and core values.

Dignity at work

Every member of staff has a responsibility to ensure colleagues are treated with dignity and respect. The School is committed to creating a work environment for all staff that is free from harassment, intimidation and any other forms of bullying at work, where everyone is treated with dignity, respect and professional courtesy.

Health and safety

The arrangements for meeting the School's health and safety objectives are contained in the LFS Health and Safety Policy. This includes the responsibilities of key staff and procedures covering the main activities of the School. All staff are expected to take reasonable care of themselves and those that may be affected by their actions.

Citizenship

All staff are expected to adhere to good citizenship, being generous with help and support to others, collaborating with colleagues and working for the benefit of the School as a whole. In particular working to provide a positive student experience and achieving excellence in all the School's activities.

Our commitment

We are committed to diversity and inclusion and welcome applications from all individuals regardless of personal characteristic(s) or background.

To fully embed effective equity, equality, diversity and inclusive practices, we are working towards removing all barriers that staff, applicants and students may experience from underrepresented groups.

Please be assured that we will protect your privacy and the information provided on the monitoring form. No information is shared if there is a risk of identification.

Benefits

As a member of staff at LFS, you receive more than just your basic salary there are other significant contributions to your financial security in the form of your benefits package:

Annual Leave	In addition to the statutory bank holidays, all full-time employees are entitled to 30 working days per annual leave year (01 September to 31 August). This entitlement is pro-rated for part-time staff.
Pension	Subject to the rules for auto-enrolment, after 3 months' employment you will be auto-enrolled into the People's Pension Scheme, which includes a matched contribution of up to 4% of salary.
Staff Development	LFS has an appraisal scheme in place that aims to provide a focussed, evaluative review of employee performance against agreed objectives. The appraisal process is used as an opportunity for individuals to discuss training and development needs with their line manager. We also operate a Professional Development Leave (PDL) scheme, whereby staff can request up to 6 days leave per term to pursue learning & development activities linked with their work, to enhance their professional skills.
Cycle to work scheme & City Bike Hire	If you like to cycle to work, you are in luck. We operate the Cycle to Work salary sacrifice scheme which makes it easier to afford your new set of wheels. You can also obtain a discount on membership of City Bike Hire schemes.
Your Wellbeing	We provide free access to our Employee Assistance Programme, which will give you access to confidential counselling, advice and online support, designed to help maintain your work/ life balance. This includes advice on mental wellbeing, lifestyle, family support and money issues.
Staff Loan	Upon completion of the applicable probation period staff are eligible for an interest free staff loan.
Family friendly leave	To support families and working parents, we have a suite of family-friendly policies offering enhanced rates of pay during maternity, co-parental/paternity, adoption and shared parental leave, in addition to statutory unpaid parental & dependents leave.



Discounted gift cards	You can purchase gift cards at a discount of up to 15%, enabling you to save money on a wide range of goods and services, from clothing and DIY to restaurants, travel agents and theatre tickets.
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How to apply

If you would like to make an application for this role, please send your application and monitoring form to: recruitment@lfs.org.uk by 9am Thursday 30th October 2025

We aim to shortlist all applications within 2 weeks of the advert closing date. If you do not hear from us within this time, please assume that your application has been unsuccessful.

Appointment process

A formal offer will be made to the successful applicant, subject to satisfactory references and evidence of your eligibility to work in the UK [either in the form of your passport/British Residency Card or other documentation following a UK Visa and Immigration process]. If you are successful in your application, we would like you to join us as soon as possible although we appreciate this will be subject to your contractual notice period. Please note that we currently do not reimburse travel expenses.