

Job Description and Person Specification

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| Last updated: | November 2019 |

# JOB DESCRIPTION

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| Post title: | **Teaching Fellow in Fashion Design 3D Realisation** | | |
| School: | Winchester School of Art (WSA) / Fashion and Textile Department | | |
| Faculty: | Arts and Humanities | | |
| Career Pathway: | Education, Research and Enterprise (ERE) | Level: | 4 |
| \*ERE category: | Education pathway | | |
| Posts responsible to: | Programme Leader | | |
| Posts responsible for: | Fashion and Textile staff | | |
| Post base: | Studio based | | |

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| Job purpose |
| The post holder will contribute to the Fashion and Textile Design department at undergraduate and/or postgraduate level. They will teach 3D Fashion Design practice, contribute to curriculum development and assessment, participate in School administration and undertake leadership, management and engagement activities. |

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| Key accountabilities/primary responsibilities | | % Time |
| 1. | Support the teaching objectives of the School by delivering teaching to students at undergraduate and/or postgraduate level, through allocated workshops, tutorials and lectures. Set and mark coursework and provide constructive feedback to students. | 40% |
| 2. | Directly supervise students, providing advice on study skills and helping with learning problems. Identify the learning needs of students and define learning objectives. | 10% |
| 3. | Develop own teaching materials, methods and approaches, with guidance. Obtain and analyse feedback on own teaching design and delivery to facilitate this. | 10% |
| 4. | Contribute to the development of new teaching approaches and course proposals, and to the design of curricula which are academically excellent, coherent and intellectually challenging. | 5% |
| 5. | Continually update own knowledge and understanding of subject area, incorporating knowledge of advances into own teaching contributions. | 10% |

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| Key accountabilities/primary responsibilities | | % Time |
| 6. | Investigate innovative teaching, learning and assessment methods and techniques in the sector, and pedagogic research generally, bringing new insights to the School. | 5% |
| 7. | Contribute to the efficient management and administration of the School by performing personal administrative duties as allocated by the Head, e.g. library representative, year tutor, exchange-programme coordinator, etc. | 15% |
| 8. | Any other duties as allocated by the line manager following consultation with the post holder. | 5% |

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| Internal and external relationships |
| Member of the School Board, Examination Board and of such School/ Department committees relevant to their administrative duties.  New appointees will be assigned a senior colleague to guide their development and aid their integration into the School/ Department and university.  Teaching and administrative duties will be allocated by the Head of School, within the context of the teaching programmes agreed by the School Learning and Teaching Committee.  May collaborate with colleagues in other institutions on original teaching and learning practice. |

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| Special Requirements |
| In addition to general fashion and textile practice, the academic will need to design and deliver hands-on practice-based 3D realisation sessions. |

**PERSON SPECIFICATION**

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| Criteria | Essential | Desirable | How to be assessed |
| Qualifications, knowledge and experience | MA or equivalent professional qualifications and relevant fashion industry experience.  Detailed knowledge and understanding of contemporary fashion design and its application relevant to the role.  Teaching at undergraduate and/or postgraduate level.  Experience of traditional and specialist creative pattern cutting, draping and tailoring techniques at an advanced level.  Ongoing fashion practice.  Fashion industry contacts and links.  Working knowledge of CLO3D and Adobe Creative Suite and Microsoft office. | Teaching qualification (PCAP or equivalent).  Membership of Higher Education Academy.  Experience of project writing and assessment within Higher Education.  Knowledge of textiles; fibres and fabric composition. | Application & Interview |
| Planning and organising | Able to plan, manage, organise and assess own teaching contributions  Able to contribute to the design of course units, curriculum development and new teaching approaches in the School/Department.  Experience of project management  Able to plan and design exhibitions and live shows |  | Application & Interview |
| Problem solving and initiative | Able to develop understanding of complex problems and apply in- depth knowledge to address them.  Able to develop original techniques/methods. |  | Application & Interview |
| Management and teamwork | Able to manage and deliver own course units and contribute to team- taught course units.  Able to directly supervise work of students.  Able to contribute to School management and administrative processes.  Work effectively in a team, understanding the strengths and weaknesses of others to help teamwork development. |  | Application & Interview |
| Communicating and influencing | Communicate new and complex information effectively, both verbally and in writing, engaging the interest and enthusiasm of the target audience.  Deliver lectures and seminars in courses relating to different aspects of Fashion Design.  Able to engage counselling skills and pastoral care, where appropriate. | Work proactively with colleagues in other work areas/institutions, contributing specialist knowledge to achieve outcomes | Application & Interview |
| Other skills and behaviours | Positive attitude to colleagues and students  Proven ability to work as part of a team |  | Interview |

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| Special requirements | Advanced knowledge of sustainable and creative cutting practices for zero-waste garment development, appropriate to contemporary fashion design |  |  |
| Special requirements | Advanced knowledge of garment construction and finishing, appropriate to teaching and learning |  | Application & Interview |
| Special requirements | Knowledge and experience of 3D garment designs in digital software such as Clo3D  The ability to deliver practice-based creative pattern cutting, construction and ‘fit’ sessions. |  | Application & Interview |

**JOB HAZARD ANALYSIS**

**Is this an office-based post?**

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| ☒ Yes | If this post is an office-based job with routine office hazards (eg: use of VDU), no further information needs to be supplied. Do not complete the section below. |
| No | If this post is not office-based or has some hazards other than routine office (eg: more than use of VDU) please complete the analysis below.  Hiring managers are asked to complete this section as accurately as possible to ensure the safety of the post-holder. |

## - HR will send a full PEHQ to all applicants for this position. Please note, if full health clearance is required for a role, this will apply to all individuals, including existing members of staff.

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| **ENVIRONMENTAL EXPOSURES** | **Occasionally**  (<30% of time) | **Frequently**  (30-60% of time) | **Constantly**  (> 60% of time) |
| Outside work | n/a |  |  |
| Extremes of temperature (eg: fridge/ furnace) | n/a |  |  |
| ## Potential for exposure to body fluids | n/a |  |  |
| ## Noise (greater than 80 dba - 8 hrs twa) | n/a |  |  |
| ## Exposure to hazardous substances (eg: solvents, liquids, dust, fumes, biohazards). Specify below: | Potentially fabric dust in the studios, but nothing extra ordinary. |  |  |
| Frequent hand washing | Not ordinarily, but due to Covid-19, yes. |  |  |
| Ionising radiation | n/a |  |  |
| **EQUIPMENT/TOOLS/MACHINES USED** | | | |
| ## Food handling | n/a |  |  |
| ## Driving university vehicles(eg: car/van/LGV/PCV) | n/a |  |  |
| ## Use of latex gloves (prohibited unless specific clinical necessity) | n/a |  |  |
| ## Vibrating tools (eg: strimmers, hammer drill, lawnmowers) | n/a |  |  |
| **PHYSICAL ABILITIES** | | | |
| Load manual handling | n/a |  |  |
| Repetitive crouching/kneeling/stooping | n/a |  |  |
| Repetitive pulling/pushing | n/a |  |  |
| Repetitive lifting | n/a |  |  |
| Standing for prolonged periods |  | When lecturing and attending to students in studios there will be times of standing. |  |
| Repetitive climbing (ie: steps, stools, ladders, stairs) | n/a |  |  |
| Fine motor grips (eg: pipetting) | n/a |  |  |
| Gross motor grips | n/a |  |  |
| Repetitive reaching below shoulder height | n/a |  |  |
| Repetitive reaching at shoulder height | n/a |  |  |
| Repetitive reaching above shoulder height | n/a |  |  |

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|  | **PSYCHOSOCIAL ISSUES** | | | |
| Face to face contact with public | | During student shows and open days |  |  |
| Lone working | | n/a |  |  |
| ## Shift work/night work/on call duties | | n/a |  |  |