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**JOB DESCRIPTION**

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| **POST TITLE:** | Lecturer |
| **GRADE:** | MGL in Games Development |
| **PROGRAMME AREA:** | F06 Creative and Design |
| **PURPOSE OF JOB:** | Curriculum Delivery and Design |
| **RESPONSIBLE TO:** | Head of Academy Media & Games (MAG) |
| **RESPONSIBLE FOR:** |  |

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| --- | --- | --- | --- |
| **Date of issue** |  | **Signature** |  |

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| **Line Manager's Signature** | Graham Williams |

**Main Grade Lecturer: Games Development**

# Full time and Fractional Posts

The post holder must at all times, carry out his/her responsibilities in accordance with College policies, actively supporting the mission of the Sheffield College as outlined in the Strategic Plan.

1. Main Responsibilities

(Extract from the Academic Contract of Employment Clause 2.2)

Your main duties may include, but will not be limited to:

* formal scheduled teaching
* tutorials and student assessment
* management of learning programmes and curriculum development
* student admissions
* educational guidance
* counselling
* preparation of learning materials and student assignments
* marking of students' work
* marking of examinations
* management and supervision of student visit programmes
* research and other forms of scholarly activity
* marketing activities
* consultancy
* leadership and staff management
* administration and personal professional development

2. Scheduled Teaching Commitments

(Extract from the Collective Agreement Concerning Lecturers' Working Hours, Flexibility and Review Section 2.1)

This may include:

* formal class contact e.g. teaching groups of students in classrooms, laboratories, studios, workshops, in the community, on an employer's premises, outdoors, on residential and by open and distance learning
* invigilating and supervising examinations and tests
* assessing individuals and small groups both inside and outside the College
* tutorial and supervision work with individual students and groups both inside and outside the College
* timetabled availability to students in learning resource centres etc
* academic and other guidance and counselling activity
* timetabled community development work with clients in a learning context

3. Management and Administration

(Extract from the Annual Management Guidelines 1995 Section 3.1.4. These guidelines are non contractual)

This may include:

* contributing to College administration or the administration of education and training programmes
* publicity and public relations
* participation in appropriate team and committee meetings and course management duties including the interviewing, induction, assessment and examination of students
* preparing statistical returns including retention rates, examination results, student progress placement and destination
* participation in student monitoring and reporting, course review and evaluation procedures
* participation in quality assurance and control procedures

4. General Management Responsibilities

* maintaining a safe and healthy working environment in accordance with the College’s Health and Safety policies and procedures, including risk assessments in conjunction with other colleagues and managers;
* operating within the College’s equal opportunities framework to achieve College targets and establish parity of esteem between learning programmes;
* contributing to the teaching programme of the College within agreed guidelines;
* acting as a Programme Co-ordinator and/or Personal/Year Tutor where required.

5. College Commitment to Safeguarding and Equality and Diversity

The College places the safety and wellbeing of students and staff at the forefront of all its activities and is committed to creating and maintaining an environment that promotes effective safeguarding practice.

The Sheffield College has a statutory and moral duty to ensure that the College functions with a view to safeguarding and promoting the welfare of children and young people studying at The College.

The post holder will therefore be required to commit to the Colleges policies on Safeguarding and will have a shared responsibility to promote a safe environment for children and young people learning within The College.

All posts are subject to an enhanced Disclosure and Barring Service check.

The Sheffield College is very proud to be viewed as being an Inclusive College.  We actively work to advance Equality, Diversity and inclusion and to eliminate any form of discrimination in line with our College Mission, Vision and Values, and in compliance with The Single Equality Act 2010.  You will also be committed to a policy of equal opportunity of treatment to all students, staff, clients, and members of the public, regardless of any protected characteristics.

6. Undertaking any other duties and responsibilities as may be determined after consultation between the post holder and management.

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**Main Grade Lecturer Games Development**

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| **PERSON SPECIFICATION** | **Essential / Desirable** |
|  | **E/D** |
| **Education and Training** |  |
| Teacher qualification or a willingness to work towards | **E** |
| Educated to at least HND Level (Level 5) in Games Development or related subject | **E** |
| Level 2 qualification in English and Maths | **E** |
| **Experience** |  |
| Experience of work within the Games Design or related industries | **D** |
| Experience working with industry-standard software including the Autodesk suite, Unreal 4 and/or Unity game engines | **E** |
| Experience & ability to support delivery of a range of skills across Games Development programmes | **E** |
| Experience leading a course/curriculum and demonstrable high levels of skill in teaching and learning. | **E** |
| A working knowledge of C# programming/C++ & UE4 Blueprints would be an advantage | **D** |
| **Skills** |  |
| A creative or technical portfolio of work demonstrating practical experience in generating Games and/or Interactive Media related content. | **E** |
| Enhance learner experience through enrichment and employer engagement | **E** |
| Ability to build positive and collaborative relationships with colleagues and students | **E** |
| Imaginative and innovative approach to teaching delivery | **E** |
| Confident in the use of technology to support learning | **E** |
| Demonstrate a clear understanding of issues in relation to safeguarding children and vulnerable adults | **E** |
| Demonstrate a clear understanding of equality of opportunity and diversity issues | **E** |