



Job title	Assistant Professor – Architecture – Deputy Programme Director (Part 3)	Job family and level	Teaching and Learning Extended Level 5
School/ Department	Architecture and Built Environment	Location	University Park

Purpose of role

To provide a consistently excellent standard of teaching and support for student learning that is underpinned by scholarship related to the discipline, to contribute to curriculum development, quality assurance and enhancement; to undertake continuing professional development; to work in partnership with staff and students to maintain the highest standards in all areas of their work.

The role holder will act as a Deputy Course Director on our ARB/RIBA Part 3 programmes, and will be responsible for contributing to planning, managing, and implementing the curriculum within these. They will also, depending on expertise, have the opportunity to deliver teaching and assessment of studio modules in accordance with accreditation and University Quality Assurance requirements.

	Main responsibilities (Primary accountabilities and responsibilities expected to fulfil the role)	% time per year
1	<p>Teaching</p> <ul style="list-style-type: none"> ▪ Contribute to curriculum development, student recruitment and the administrative running of our ARB/RIBA Part 3 programmes in partnership with colleagues, helping to attract and retain high quality students. ▪ Deliver compelling teaching and other taught activities primarily within the Part 2 and Part 3 accredited programmes focussed on professional studies and studio teaching, and provide advice, instruction, supervision and examination in the subject at all levels, including undergraduate, postgraduate taught, and postgraduate research. ▪ Contribute to teaching quality and innovation and demonstrate relevance of scholarly work through publications or other alternative esteem indicators. ▪ Provide academic and pastoral support to students developing their knowledge and intellectual skills but also having due regard to their welfare. ▪ Manage relationships with partner practices, leading engagement activities including reviews. ▪ Undertake and take responsibility for administrative duties such as recruitment, admissions, timetabling, examinations, student attendance, and placements. ▪ Manage projects such as external studio engagement with practice and field trips. 	80

	<ul style="list-style-type: none"> ▪ Keep up to date with best practice in teaching and learning methodologies within and outside the University, ensuring curriculum is kept up-to-date and relevant. 	
2	<p>Citizenship</p> <ul style="list-style-type: none"> ▪ Lead and develop internal and external networks to foster collaboration and inter-disciplinary team working, share information and ideas and promote the subject, the Department and the University. ▪ Contribute to the advancement of curriculum innovation and leadership, the running and development of the University and its policies through designated committees or project activities. ▪ Participate on national and international bodies, act as an advisor to government and in any other external advisory capacity. Where appropriate contribute to the development of higher education processes in the UK. ▪ Work with others to help organisation and deployment of resources within the area of responsibility. ▪ Act in support of advancing our Equality, Diversity and Inclusion work. 	20

Person specification

	Essential	Desirable
Skills	<ul style="list-style-type: none"> ▪ Proven teaching skills in architecture with demonstrable skills in design and professional practice tutoring to deliver exceptional student experience and satisfaction. ▪ Proven ability to provide effective leadership and management of groups and ability to successfully collaborate with others, internally and externally to your organisation ▪ Ability to manage projects relating to own area of work and the organisation of external activities such as placements and field trips. 	<ul style="list-style-type: none"> ▪ Proven ability to plan curriculum and lead the delivery of successful teaching programmes within the field of professional architecture. ▪ Demonstrable skills in pastoral care and motivating students at all levels.
Knowledge and experience	<ul style="list-style-type: none"> ▪ Evidence of experience and understanding of architectural professional practice in a UK context. ▪ Evidence of experience in delivering successful teaching to high levels of student satisfaction. ▪ Experience and achievement in chosen field, reflected in growing and consistent national reputation. 	<ul style="list-style-type: none"> ▪ An understanding of university management systems and the wider higher education environment. ▪ Knowledge of professional accreditation and curriculum development to deliver exceptional student experience and satisfaction. ▪ Experience of professional practice management and / or delivering professional practice teaching.
Qualifications, certification and training (relevant to role)	<ul style="list-style-type: none"> ▪ Professionally qualified architect with practice-based experience and/or proven academic research track record. 	<ul style="list-style-type: none"> ▪ PhD, or equivalent in a relevant area. PhD equivalence will be demonstrated through certified evidence of substantial training and experience that qualified candidates to plan, direct and perform an independent research programme with substantial deliverables. ▪ UK Higher Education teaching qualification or equivalent training



The University of Nottingham is focused on embedding equality, diversity and inclusion in all that we do. As part of this, we welcome a diverse population to join our work force and therefore encourage applicants from all communities, particularly those with protected characteristics under the Equality Act 2010.



The University is a signatory of the Declaration on Research Assessment (DORA). As such we commit to focus on the scientific content of publications (where requested or provided as part of the recruitment and selection process) as a basis for review of quality, and consideration of value and impact of research conducted, rather than any proxy measures such as Journal Impact Factor.

Expectations and behaviours

The University has developed a clear set of core expectations and behaviours that our people should be demonstrating in their work, and as ambassadors of the University's strategy, vision and values. The following are essential to the role:

- Valuing people** Is always equitable and fair and works with integrity. Proactively looks for ways to develop the team and is comfortable providing clarity by explaining the rationale behind decisions.
- Taking ownership** Is highly self-aware, looking for ways to improve, both taking on board and offering constructive feedback. Inspires others to take accountability for their own areas.
- Forward thinking** Driven to question the status quo and explore new ideas, supporting the team to "lead the way" in terms of know-how and learning.
- Professional pride** Sets the bar high with quality systems and control measures in place. Demands high standards of others identifying and addressing any gaps to enhance the overall performance.
- Always inclusive** Ensures accessibility to the wider community, actively encouraging inclusion and seeking to involve others. Ensures others always consider the wider context when sharing information making full use of networks and connections.

Key relationships with others

