

## JOB DESCRIPTION

**POST:** Senior Lecturer in Voice and Singing

**DATE:** September 2015

**FACULTY:** Arts

**POST NO:** ART-K27

**START DATE:** 1 January 2016 (or by negotiation)

**SALARY RANGE:** Grade 8 - £38,511 to £45,954 per annum, pro rata

**HOURS:** Part time – 0.6fte

**INDEFINITE/FIXED TERM:** Indefinite

**REPORTING TO:** Academic Head of Department – Performing Arts

### THE POST

The Department of Performing Arts at the University of Winchester emphasises a praxis based pedagogy focused on continuums of vocal practice, theory & research. The programme aims to develop students as innovative and creative vocal performers and thinkers.

The Department is now seeking to appoint a new member of the team to support the further development of the programme. We are ideally looking for a candidate who is able to contribute to both practical and theoretical teaching across the programme, which will crucially be informed by on-going research across the field of voice in support of the programme's overarching philosophy. As such the position requires a sustained on-going contribution to the research and artistic culture of the department. In addition candidates will be expected to take on day-to-day administrative and programme leading responsibility as appropriate.

The position contributes to the development, delivery and coordination of teaching within the existing BA Vocal and Choral Studies and possibly the newly created BA Musical Theatre.

Teaching would be expected to be delivered across the programme in the areas of vocal pedagogies (cross-genre), critical theory and research methodologies, voice in educational contexts, choral and group vocal practices (including choral conducting) workshop leadership, vocal devising and performance projects.

## **MAIN DUTIES AND RESPONSIBILITIES**

- To teach across a range of modules both practical and theoretical including the leadership of modules and assisting on modules led by other members of staff
- Ensuring that students are assessed and examined according to the regulations of the Programme and any other relevant structures or regulations in particular the Academic Regulations for Taught-Course undergraduate programmes
- The enhancement and maintenance of the academic quality of the programme
- To engage in scholarship, Research and Knowledge Exchange activity as defined by the University's and Faculty's Research and Knowledge Exchange policies
- Membership of relevant Faculty and University committees
- The recruitment and selection of students
- Ensuring students have the opportunity to express opinion on the operation of the programme and that student concerns are responded to appropriately
- Representing the programme for the University locally, nationally and internationally
- Meeting the various administrative requirements of the post to the satisfaction of the University
- Advising colleagues and the Head of Department on issues relating to the programme

Any other duties that may be required by the Head of Department or Dean of Faculty.

## **OTHER DUTIES**

The successful candidate will normally be required to act as Personal Tutor to a small group of students. This will entail being concerned not only for the students' academic achievements, but also for their personal welfare.

All staff are expected to contribute to University administration, course planning, curriculum development, the recruitment of students, engage in research and knowledge transfer and scholarly activities and programme leadership. Additionally staff are required to participate in relevant staff development activities. The University's courses involve evening and weekend teaching and, where necessary, this will form part of the duties of the post.

The person appointed will be required to undertake such other duties as may from time to time be allocated by the Vice-Chancellor/Dean of Faculty.

## **General Information**

It is anticipated that this job description will change over time in accordance with the needs of the role. The role holder will be fully consulted on any proposed amendments.

## **CONDITIONS OF SERVICE**

The appointment will be made at Grade 8, currently £38,511 to £45,954 per annum (pro rata as appropriate). Exact placement will be dependent upon qualifications and experience. Salary is paid monthly in arrears by direct credit transfer on the last working day of each month.

Your normal centre of duty will be the King Alfred Campus. However, you may be required to work in any part or department of the University and in any Campus of the University (including Basingstoke), or as otherwise required for the due performance of your duties and responsibilities.

The annual leave year runs from 1 August to 31 July. Holiday entitlement is 35 days per year plus statutory Bank Holidays and local discretionary days. A proportion of this entitlement is allowed pro rata for part-time staff.

Other terms and conditions of employment appropriate to this post and grade apply in addition to those referred to in this statement. The list of benefits includes Pension Scheme, Sick Pay Scheme, Maternity and Paternity leave and pay (subject to eligibility). Details are contained in the Statement of Principal Terms and Conditions of Employment issued on appointment, the Staff Handbook and other documents referred to therein.

### **APPLICATION INFORMATION**

Candidates shortlisted for interview will be asked to give a presentation lasting 10 minutes on the following topic:

“How my profile and work as a voice/singing teacher and practitioner will enhance the teaching of voice and singing at Winchester University”

This will be followed by a question and answer session and personal interview.

Applications should be made on line at [www.winchester.ac.uk](http://www.winchester.ac.uk). Please note that posts close at midnight on the date stated. Late applications will not be accepted.

*We delight in diversity in our workforce and seek those that share this value*

## PERSON SPECIFICATION

Each attribute is marked as essential for the post, or desirable. The last three columns on the Person Specification (labelled A, I and P) indicate how each attribute is assessed.

A = application form, I = interview, P = presentation

ATTRIBUTES	ESSENTIAL	DESIRABLE	A	I	P
<b><u>EDUCATION/TRAINING</u></b>					
First degree or equivalent	X		X		
PhD		X	X		
Developing research or professional profile		X	X		X
<b><u>EXPERIENCE</u></b>					
Experience of devised vocal performance		X	X	X	
Experience of vocal performance		X	X	X	
Experience of teaching in HE	X		X		X
Experience of teaching vocal technique and repertoire in one area within a broad continuum of practices encompassing speech, classical and popular song, musical theatre, extended voice	X		X	X	
<b><u>KNOWLEDGE</u></b>					
Knowledge of more than one specific field within voice studies from the following: anatomy and physiology, research methodologies, voice in educational contexts, group (choral) practices (including choral conducting) workshop leadership, voice pedagogies, and approaches to vocal devising.	X		X	X	X

ATTRIBUTES	ESSENTIAL	DESIRABLE	A	I	P
<b><u>SKILLS/ABILITIES</u></b>					
Ability to teach critical theory and its relationship to voice practices	X			X	
Keyboard skills and ability to sight read would be highly desirable.		X	X		
<b><u>PERSONALITY</u></b>					
Aptitude for taking on programme leading responsibilities	X		X	X	X
Reliable	X			X	X
A team player	X		X		X
Flexible in relation to work tasks	X			X	X
Student-centred approach to learning and teaching	X		X		X

## **FURTHER INFORMATION**

### **Health & Safety**

Under the Health & Safety at Work Act 1974, whilst at work, you must take reasonable care for your own health and safety and that of any other person who may be affected by your acts or omissions. In addition, you must co-operate with the University on health and safety and not interfere with, or misuse, anything provided for your health, safety or welfare.

Copies of the University Safety Policy can be found on the University Intranet.

### **Sustainable Development**

All employees are expected to act in accordance with the Sustainable Development Policy and Environment Strategy. In the course of your duties, you should seek to minimise any detrimental impact on the environment and take specific action as appropriate within the remit of your post.

### **Facilities**

Staff catering facilities are available.

**West Downs Day Nursery** - is situated within the grounds of The University of Winchester. The nursery offers care for children from the age of six weeks to five years in a stimulating and homely environment. The nursery provides 62 places each day from 7.30am to 6.15pm on a full time or sessional basis. The opening times are designed to accommodate the working parent who may wish to continue their career. Further details are available from the Human Resources Department.

Sports facilities are available, e.g. gym, squash, badminton, cricket, indoor soccer, tennis, etc and staff organise their own sporting activities.

### **Winchester Values**

We value freedom, justice, truth, human rights and collective effort for the public good. The plans and actions of the University of Winchester are founded in these ideals together with the following values:

#### **Intellectual Freedom**

Intellectual freedom and its appropriate expression are at the heart of our business.

#### **Social Justice**

We seek to embody social justice and develop our students as effective and fulfilled global citizens. They will be prepared to challenge the status quo and will have the strength to stand up for what they believe to be true.

## **Diversity**

We delight in diversity.

## **Spirituality**

The University celebrates its Christian foundation, and welcomes those of all faiths and none. Together we seek to explore the mystery of life, and to grow in wisdom and love.

## **Individuals Matter**

The wellbeing of individuals is important, as are their opinions and views.

## **Creativity**

Permeability, agility and imagination are central to our thinking: we endeavour to act as a crucible for the generation and transfer of knowledge.

## **Mission Statement;**

‘To educate, to advance knowledge and to serve the public good’

## **The University vision:**

The University of Winchester is a university on a human scale, with a principal emphasis on the personal creativity and development of its students and its staff.

Through its teaching, research and professional practice, the University will be an outward facing and permeable organisation, welcoming outside influences and fully engaging with society locally and regionally, nationally and internationally. It will provide a high quality university education, responsive to the intellectual, personal and professional needs of its members and the wider community.

The University seeks to serve the spiritual and ethical needs of its students, building moral and global awareness. Our Church foundation is reflected also in strong support offered to students from backgrounds not traditionally associated with higher education. The University will ensure that its courses are accessible to all those who have the potential to benefit from them, regardless of their social, economic, ethnic or religious background.

As a twenty-first century institution which provides a progressive and challenging higher education experience and which forms a crucible for the generation and transfer of knowledge, we have high expectations of both staff and students. The professionalism of staff is reflected in integrity, objectivity and competence. Students’ time at the University will provide them with a justified confidence in their abilities and the strength to stand up for what they believe to be true.