

Job Description

Post/Job Title:	Demonstrator in Post-Production
Ref:	FMC353
Faculty:	Faculty of Media and Communication
Department:	Media Production
Location:	Weymouth House, Talbot Campus
Normal hours per week:	37 (will consider part time requests) (Some flexibility will be required in order to ensure that key time scales and deadlines are met)
Grade:	5
Accountable to:	Head of Department (Media Production)

Job Purpose

Your key responsibility will be for the demonstration of the principles and practice of professional video post-production software and systems, including appropriate and current workflows film and television. You will be able to teach students the underlying technical principles of post-production. To enable you to support the teaching and assessment of post-production across a number of programmes within the department, you will also be expected to have an understanding of the wider media production landscape. You will be required to keep your technical knowledge up to date and to continue to develop your software skills in order to support the development of new course content and the evolution of the field. Candidates will be expected to engage in curriculum development, student recruitment, income generation, as well as research/consultancy activities.

Main Responsibilities

Students and Learning

- Support the planning and delivery of teaching of units in accordance with defined curricula and under the guidance of unit and programme tutors.
- Provide guidance to and supervise students' activities, including practical work to support learning.
- Monitor student performance and on occasion and in collaboration with appropriate members of academic staff, may be required to undertake the marking of assignments.
- Actively participate in the development of productive links with media organisations at a local, regional and national level.

Research and Enterprise

- Assist as a team member in research projects that contribute towards the Department's agreed objectives.

- Support the development and delivery of enterprise activities as required.

Other

- Assist as required with Department's marketing and administrative activities.
- Maintain own personal and professional development in line with agreed personal development plan within the appraisal process.

Contacts

Internal: undergraduate/postgraduate students, academic and administrative colleagues, together with managers across the University.

External: academics in other institutions, media organisations, both nationally and internationally.

Challenges

To be engaged within the establishment of initiatives in cross-platform delivery and in doing so enhance the student learning experience. To support the growth of undergraduate and postgraduate education in the areas of film and television production. To contribute to the sustained excellence of a student learning experience in media production which is academically rigorous, professionally relevant and resource efficient.

NB:

The purpose of the job description is to indicate the general level of responsibility and location of the position. The duties may vary from time to time without changing their general character or level of responsibility.

BU is an equal opportunities employer which values a diverse workforce. The post holder must at all times carry out their responsibilities with due regard to the University's Dignity, Diversity and Equality Policy Statement.

Our highly skilled and creative workforce is comprised of individuals drawn from a broad cross section of the globe, and who reflect a variety of backgrounds, talents, perspectives and experiences to build our global learning community. Through fused activity, the post holder must have an understanding of and commitment to promoting a global outlook.

All employees have an obligation to be aware of and comply with the Universities Sustainability Policy, Carbon Management Plan and associated documents, and to ensure that whilst at work that they demonstrate the adoption of sustainable habits or practices and carry out their day-to-day activities in an environmentally responsible manner.

March 2024



Person Specification

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Faculty/ Service: Faculty of Media & Communication	Date: March 2024
SELECTION CRITERIA	Essential / Desirable
Knowledge (including experience & qualifications)	
Relevant first degree or equivalent	E
Current teaching or demonstrating experience in a relevant academic environment, ideally at under graduate level	D
Knowledge of a range of post-production principles	E
Knowledge of a range of post-production technologies and software	E
Knowledge and experience in the use of AVID Media Composer	D
Understanding of post-production workflow	E
Professional experience in post-production	D
Relevant postgraduate qualification	D
Relevant research and/or consultancy activity	D
Skills	
Excellent communication skills	E
Excellent problem-solving skills	E
Strong organisational ability	E
Good team working skills	E
Good academic research skills	D
Practised IT skills	E
Attributes	
Strong commitment to a Higher Education academic environment	E
Ability to work in a flexible manner within a variety of academic staff	E
Ability to teach key principles and key software to a range of students	E
Ability to promote and support independent learning and the acquisition of life-long learning skills in students.	E
Evidence of good links with a range of professional organisations and bodies	D
Personable, enthusiastic and self-motivated	E
Evidence of clear professionalism and planned personal development	D
Well informed over current practices and relevant issues facing undergraduate degrees specifically, as well as Higher Education institutions more generally	D