

JOB DESCRIPTION

Job Title:	Lecturer
Department:	School of Music and Education
Grade:	7

SUMMARY OF DUTIES AND RESPONSIBILITIES:

1. To teach and co-ordinate modules as agreed with curriculum management.
2. To undertake all teaching administration in a timely manner.
3. Participate in course development and curriculum enhancement initiatives.
4. Support student development by providing high-quality feedback, pastoral care and professional guidance in alignment with the Conservatoire's educational values.

REPORTS TO:

Academic Manager

STAFF RESPONSIBILITIES FOR:

None

DUTIES:

The role-holder will:

1. Deliver modules and undertake teaching, assessment setting and marking as agreed with the Academic Manager, Deputy Head of Head of Department.
2. Undertake all teaching related administration in a timely manner, including the timely return of module marks and feedback.
3. Supervise student projects where appropriate, enabling practical application of industry techniques in a collaborative and creative context.
4. Engage in curriculum planning and assessment, ensuring alignment with academic and industry standards.
5. Undertake appropriate research and/or professional practice and scholarly activity.
6. Contribute to monitoring and evaluation processes within the department.
7. Participate in departmental meetings, assessment panels, and other academic duties as required.
8. Contribute to the Conservatoire's broader artistic and academic community, including student recruitment, open days, and performance events.
9. Comply with all conservatoire policies and procedures.

10. Any other reasonable duties commensurate with the level of the post, which may be required from time to time.

NOTES:

1. *Duties will inevitably develop and change as the work of the conservatoire changes to meet the needs of its service. Employees should therefore expect periodic variations to role descriptions and Leeds Conservatoire reserves this right. This role description will be supplemented on a regular basis by individual objectives derived from conservatoire strategies.*

GENERAL TERMS AND CONDITIONS OF POST	
Duration of Role:	Permanent
Working Hours:	Variable According to Enrolment
Salary:	Grade 7
Notice Period:	2 months
Probation Period	10 Months
Pension Scheme:	WYPF or Peoples Pension
Special Conditions of the Post:	N/A
APPROVAL OF JOB DESCRIPTION - LC	
Compiled By:	A.Barracough and E.Hickey
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