

# Course Team Leader: Media & Animation

**Location:** Milton Keynes

**Hours:** 37.5

**Flexible Working:** We welcome applications from those seeking flexible or part time hours

**Salary:** Up to £33,000 per annum

**Apprenticeships:** Development opportunities are available through Apprenticeship standards

**Reporting To:** Head of School

**Closing Date for Applications:** 07/12/2021

## IN SHORT

Milton Keynes College are looking to appoint a creative and enthusiastic Course Team Leader to teach students studying for qualifications within Media Production (UAL Level 1, 2 and 3).

As a Course Team Leader you will demonstrate the ability to deliver outstanding teaching and learning as well as a destination focused experience that will enable our students to succeed in the ever-changing world of work. You will have a passion for Media Animation and Visual effects and will deliver student success through effective curriculum and lesson planning which meets individual needs and is inspirational and innovative. We are keen to hear from experienced digital/media professionals with a range of specialist and generalist knowledge, who could teach our courses where they can add most value for our students. The content of the Level 1, 2 and 3 courses includes, filming, editing, animation visual effects, research techniques and more. We also offer a qualification in games animation and visual effects.

You will provide the highest quality educational experience in Media Production across a range of programmes, covering subjects as multi camera, fictional and factual programming with a focus on audio visual production skills and with an ability to pass on your passion for your subject. Level 1 media covers the basics of media production including audio production and sound design. You will contribute to the positioning of these courses as the premier local choice for students looking to develop a career in the Media industry.

The successful applicant will be an enthusiastic team player who shares our passion for success and is keen to contribute to the excellent delivery of our courses to students who wish to move onto Higher Education or employment.

**MK College will treat all applicants fairly and with respect, irrespective of their background, disability or any other individual characteristic. We particularly encourage applications from people with backgrounds which are currently under-represented within Milton Keynes College. All offers made to successful candidates are subject to satisfactory outcomes to a range of pre-employment checks including a Disclosure and Barring Service check (DBS). In addition, security clearance is required for all prison services positions up to Counter Terrorist Check (CTC) level.**

## OUR BENEFITS

- 35 days annual leave, 3 additional days leave for Christmas to New Year closure and UK Bank Holidays
- Generous Pension Scheme
- Professional development opportunities, including professional qualifications
- Employee Assistance Programme (EAP) accessible 24 hours per day, 365 days per year
- A variety of amazing discounts with NUS Card
- Employee wellbeing platform with options to book free activities

# MAKE A DIFFERENCE

In this role, you will:

- Foster an environment that embraces college values, recognises team member contributions and the value of coaching strategies, collaborative working, encourages innovation and the principles of restorative practice.
- Create an outstanding student and apprenticeship experience, where staff are constantly working to develop their practice and mistakes are embraced and are seen as important learning experiences.
- Work with the managers and curriculum teams, to develop a responsive and relevant curriculum offer that meets the changing needs of our students
- Teach and assess 828 hours as agreed with the Head of School.
- Deliver consistently good or better teaching sessions, incorporating an effective range of learning strategies that enable outstanding learning outcomes for students.
- Deliver a stimulating blend of learning opportunities, making effective use of technology both within the classroom and via online and independent learning.
- Coordinate IQA and related EQA activity at course team level to provide the college with assurance regarding the quality of assessment.
- Provide both academic and pastoral support for our students, supporting them to achieve their destination ambition.
- Comply with the college's English and maths strategy, maximising your ability to embed both subjects into your teaching practice.
- Work with colleagues responsible for Apprenticeships, ALS & Student Services to deliver a student experience, which engages, inspires and prepares students for the world of work.
- Work with the Head of School and Quality, eLearning, English & maths and Curriculum Innovation colleagues to continually strive for excellence and improve standards in teaching, learning and assessment across the faculty.
- Engage proactively with internal and external stakeholders to maximise opportunities for employer engagement in the learning process.
- Work with the Head of School to identify training needs and attend appropriate professional development to meet the needs of the role.
- Maintain current knowledge of funding regimes, awarding body requirements and changes to qualification structures an education policy.
- Champion an active student voice strategy to enhance the student experience.
- Ensure that you are aware of and aligned with Milton Keynes College's Regulations, Strategy, and Objectives to work together to proactively advance Equality, Diversity and Inclusion and support the challenging of racism, prejudice and inequality, wherever it is found.

This job description is just a guide; you'll be expected to be flexible and perform any other duties as reasonably required of you by your manager and your role is likely to evolve and develop over time. In all your duties, you will be required to take reasonable care of yourself and ensure the safety of our students, your colleagues and other people with whom you come into contact at the College.

## IT'S ALL ABOUT YOU

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| <b>KNOWLEDGE, EXPERTISE &amp; QUALIFICATIONS</b> | <ul style="list-style-type: none"> <li>• Degree or equivalent qualification in the relevant subject</li> <li>• Ability to work with interactive media products (Adobe Suite minimum)</li> <li>• Ability to work with media production hardware, Video Cameras including DSLR Cannon C100, Back Magic cinema... and Audio recorders</li> <li>• An understanding of how to set up live Multi camera opportunities, using our portable multi camera studio and studio spaces.</li> <li>• Experience in Animation and Visual effects are desirable</li> <li>• Recognised higher level teaching qualification or willing to work towards</li> <li>• Evidence of continuing commitment to self-development through courses and work undertaken</li> <li>• An understanding of the Level 1, 2 and 3 UAL qualifications</li> </ul> |
| <b>IMPACT</b>                                    | <ul style="list-style-type: none"> <li>• Strong track record of good or better teaching and learning delivery across a range of levels, attaining high quality student outcomes</li> <li>• Highly developed course team leadership skills, and effective implementation of quality systems and engagement with student voice as a driver for quality improvement</li> <li>• A good understanding of how technology can be used to enhance teaching, learning and assessment in classroom, workplace and virtual contexts</li> </ul>  |
| <b>QUALITY</b>                                   | <ul style="list-style-type: none"> <li>• Embed the importance of English &amp; Maths through subject delivery</li> <li>• Implement a range of quality processes and systems</li> </ul>   |
| <b>RESPONSIBILITY</b>                            | <ul style="list-style-type: none"> <li>• Accountable for high quality student outcomes on the courses you manage</li> </ul>  |
| <b>RELATIONSHIPS &amp; REPUTATION</b>            | <ul style="list-style-type: none"> <li>• Creative and Flexible</li> <li>• Enthusiastic and self-aware</li> <li>• Well-developed organisational, communication and teamwork skills</li> </ul>   |
| <b>VISION &amp; DIRECTION</b>                    | <ul style="list-style-type: none"> <li>• Ability to engage and motivate students to deliver high performance outcomes in a further education environment</li> <li>• Develop the quality of the student experience that leads to outstanding outcomes</li> </ul>  |

## ABOUT US

Welcoming those who want to learn and improve, we focus on meeting individual needs. The College is at the heart of the city's economic vision and community strategy, in addition to being a major employer with over 1,000 people working with us. We build and nurture strong partnerships with the wider community and local businesses with an interest in making the Milton Keynes College Group a safe, innovative and inspiring place in which to learn and work. We are proud to offer an open and inclusive education experience to learners of all levels and backgrounds, with over 3,000 16-19 year olds currently studying with us and a total student population of over 8,000. We offer a broad variety of qualifications, including vocational courses, apprenticeships, higher education, professional certificates as well as employability skills and community training.

Founded on the principle of Further Education's ability to transform lives through learning, we're proud to create an environment that attracts the best staff and students from Milton Keynes and the surrounding areas and supports education in Prisons nationally. The value we gain from the diverse communities we serve is immeasurable. We want all our staff, students and learners to feel they are an integral part of the College and together we will create an inclusive culture where everyone can contribute to College life and our collective knowledge and growth. When applying for a role at the College, you can expect the same level of commitment towards diversity and inclusion as you'll experience when you've started with us. We treat all our applicants fairly and with respect, irrespective of their background, disability or any other individual characteristic. We particularly encourage applications from people with backgrounds which are currently under-represented within Milton Keynes College.

Code Makers Academy is a subsidiary of Milton Keynes College and is the delivery arm of the South Central Institute of Technology. The South Central IoT is a consortium of prestigious partners led by Milton Keynes College. Anchor partners include Microsoft, McAfee, Evidence Talks, Activate Learning, Cranfield University and KPMG.

The College is also a national provider of education services in prisons across the country. For nearly 30 years, we have worked with offenders in both custody, the wider community and currently work with 19 prisons across England; this includes 13 prisons, which make up the Long Term High Security Estate, and 6 category B, C & D men's prisons.

Milton Keynes College is a committed safer recruitment employer in line with Keeping Children Safe in Education (KCSIE). We take extreme care in ensuring the safety and welfare of children, young people and vulnerable adults. **All offers made to successful candidates are subject to satisfactory outcomes from a range of pre-employment checks including a Disclosure and Barring Service check (DBS). In addition, security clearance is required for all prison services positions up to Counter Terrorist Check (CTC) level.**