

## Job Description:

# Tutor in Electronic Music - Technology and Composition

Spirit Studios is an independent Higher Education provider specialising in music production, with subjects spanning live audio engineering, sound design, music production, electronic music and music business.

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| <b>Title of the Post:</b> | Tutor in Electronic Music - Technology and Composition   |
| <b>Location:</b>          | 65-69 Downing Street, Manchester, M1 7JE   |
| <b>Responsible to:</b>    | Vice Principal Curriculum and Quality / Safeguarding Lead.<br>Academic Team Leader / Lead tutor              |
| <b>Responsible for:</b>   | Teaching, via various delivery methods, Electronic Music<br>technology and composition                       |
| <b>Main Contacts:</b>     | Academic Administrator, Welfare Officer, Admissions &<br>Recruitment, Student Services Administrator.        |
| <b>Pay Scale:</b>         | Hourly paid at Spirit Studios tier one or tier two pay scale,<br>dependent on qualifications and experience. |
| <b>Hours of work:</b>     | Subject to teaching schedules and resourcing needs.  |

## Key Tasks and Responsibilities:

- Teach and assess across the levels of study within the curriculum area of electronic music.
- Coordinate with the VP of Curriculum and the Academic Team Leader to develop innovative approaches to delivery and contribute where appropriate to the ongoing development of the curriculum area.
- Liaison with delivery staff in dealing with learner pastoral support and disciplinary issues.
- Contribute to the monitoring and implementation of the quality of provision within the curriculum area, including the maintenance of module VLE and student attendance monitoring.

- Represent and actively promote Spirit Studios at internal or external events as required.
- Be involved in the applicant interview process to ensure all learners are offered appropriate learning routes/options.
- Participate in staff or professional development activities.
- Undertake any other duties that may be reasonably required, commensurate with the scope of the post and agreed with the VP of Curriculum.

## **Minimum Essential Requirements**

- A degree in a music based subject area, preferably with a specialism or a clearly defined interest in electronic music.
- Evidence of successful coordination of learners within an appropriate educational setting.
- Proven organisational ability and experience.
- Understanding of an individual's responsibility for promoting and safeguarding the welfare of individuals.
- A commitment to undertake or deliver training as required.

## **Desirable Abilities**

- A level 7 qualification and / or significant industry experience.
- A recognised teaching qualification at Level 3 or above.
- Ability to teach at HE level 6.
- Experience of quality assurance procedures to ensure continuous improvements in course performance.
- Experience of the creation of class resources
- Experience of making tutorials with screen capture and / or video
- Experience of blended learning

## **Equal opportunities**

Spirit Studios is committed to equality and diversity, and welcomes applications from all sectors of the community.

No job description can be comprehensive or capable of providing for changes in educational demands or the policy environment. The duties above should, therefore, be read as indicating the broad expectations of the post and do not imply that other duties reasonably commensurate with the scope of the post may not be required from time to time. The duties of the post will also develop and change over time and this job description may not be used as the basis for refusing to accept changes which are, in all the circumstances, reasonable.

Apply in the first instance by email with a CV and covering letter as attachments to [paul.greene@spiritstudios.ac.uk](mailto:paul.greene@spiritstudios.ac.uk)