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Job description and person specification

Specialist Technician (Learning & Teaching) Garment Technology

Job description

Job title	Specialist Technician (Learning & Teaching) Garment Technology
College/Exec Group	London College of Fashion
Department/Team	Technical Resources / Garment
Accountable to	Technical Coordinator / Technical Manager
Contract	Temp
Term	Flexible
Grade	Grade 4
Salary	£xx,xxx per annum pro-rata
Location	LCF - East Bank Stratford, London UK
Job family	Technical
HERA reference	SICOM Tech 3

Purpose of the role

As a Specialist Technician, you will provide professional expertise, guidance and advice and contribute to the delivery of Learning & Teaching activities within the College.

Using your professional expertise in garment technology, you will provide guidance and instruction to students in garment construction and pattern-cutting techniques, aligned with industry standards, across womenswear and menswear.

Your extensive knowledge and experience in production methods within the fashion industry will enable you to demonstrate proficiency in utilising specialist machinery and equipment to teach sewing techniques in this specialist area, as well as offer creative solutions to technical challenges.

You will prepare and teach highly specialist techniques in garment construction workshops and work within a supervised studio space, adapting your communication style to suit the individual needs of a diverse student body, providing students with an education they need to flourish in a changing world.

This role might involve additional hours for job shadowing on another day (Monday or Tuesday) and might include working evenings and weekends.

Key duties and responsibilities

- Take responsibility for and oversee the daily running of specific areas and facilities by within the College, including the use and booking of specialist facilities (i.e. Garment,

studios within and without timetabled teaching sessions) and liaising with the Technical Coordinator/Manager to ensure the safe use of equipment and facilities.

- Contribute, as a Course and Technical team member, with the planning and development of the programme area, the identification of learning outcomes, including curriculum development, research and commercial activities.
- Contribute and collaborate with Technical Team members as required to ensure the key priorities and levels of service are met successfully, such as compliance with Health and Safety, maintenance and repairs of equipment, liaising with team members and the Technical Coordinator/Manager.
- Provide feedback to Course Leaders, Technical Coordinators and/or Technical Managers regarding service levels and student requirements to ensure appropriate adaptations are made and contribute to the revision of standards of service delivery.
- Work at an agreed level within the terms of the glossary of key terms (describing Teaching & Learning relationships between Technicians and students).
- Contribute to planning, development and delivery of learning activities supporting student learning and research, liaising with Technical Teams, Course Leaders and academic staff informally and formally in Course meetings.
- Supervise learning activities, providing expert guidance and advice to students, helping students to identify and supply appropriate techniques, processes, materials, resources and equipment to meet learning outcomes.
- Provide formal or informal sessions to students that may include demonstration, instruction with a process/technique, coaching for the development and proficiency of a particular skill, technique or process.
- Provide detailed feedback to students and contribute critical input to student concept and expressive/creative intention in relation to agreed Course Learning Outcomes and demonstrate a high level of independent responsibility for the diagnosis and resolution of problems and creative/artistic challenges met with the execution of that work.
- Carry out detailed and extensive research to support the ability to diagnose and resolve problems of a highly technical, complicated nature, which involves testing and re-testing scenarios and processes.
- Undertake frontline maintenance and repairs, liaising with suppliers and contractors to meet professional procedures and guidelines, as agreed with the Technical Coordinator/Manager.
- Liaise internally and externally with professionals and recognised practitioners and artists, attend conferences and exhibitions to share and develop ideas, knowledge and expertise that can be used to support academic learning and research activities.
- Take responsibility for the maintenance of inventories, carrying out risk assessments and appropriate records with regard to equipment, stock lists, ordering of stock, equipment and consumables, reporting servicing and repair of equipment to the Technical Coordinator/Manager.
- Contribute to the project planning and delivery of exhibitions and events within the College and be involved with the design, production and development of appropriate teaching and learning materials to suit own specific areas of specialist activity and service delivery.

Key working relationships

Job description

- Students.
- Technical Coordinator.
- Technical Manager.
- Course Leader.
- Academic staff.
- Other staff.

General duties

These duties below are in addition to the duties and responsibilities listed above:

- Perform duties and tasks consistent within the scope and grade of your role as reasonably may be expected and assigned to you from anywhere within the university.
- Undertake health and safety duties and responsibilities appropriate to the role.
- Work in accordance with the University's Staff Charter and Dignity at Work Policy, ensuring equality, diversity and inclusion in your work to fulfil the University's obligations under the Equality Act.
- Undertake continuous personal and professional development, and to support it for any staff you manage through effective use of the University's Planning and Review Conversations (PRC) scheme and staff development opportunities.
- Make full use of all information and communication technologies to meet the requirements of the role and to promote organisational effectiveness.
- Conduct all financial matters associated with the role in accordance with the University's policies and procedures, as laid down in the Financial Regulations.
- Contribute to the University's Climate Action Plan which sets out our principles, commitments and goals towards climate justice and our socio-environmental purpose.

Person specification

This section provides a list of up to 10 essential criteria (and up to 2 desirable criteria if specified) that you will need to demonstrate you meet as part of the recruitment process.

Experience, knowledge and qualifications

- A degree or equivalent qualification or substantial experience in the area of fashion technology. (essential)
- Substantial industry experience in garment construction (sewing), production and an understanding of pattern cutting in womenswear and menswear. (essential)
- Knowledge or industry experience in digital pattern cutting (desirable)
- A teaching qualification (desirable)

Communication skills

- Ability to communicate, plan and deliver technical instructions through face-to-face and online demonstrations in clear and simple terms, adapting the message for a diverse audience in an inclusive and accessible way. (essential)

Research, teaching and learning or Professional practice

- Uses effective teaching and learning or professional practice to support excellent teaching, pedagogy and inclusivity. (essential)

Planning and managing resources

- Plans, prioritises and organises work to achieve objectives on time. (essential)

Teamwork

- Works collaboratively in a team or with different professional groups, ensuring the principles of equality, diversity and inclusion are upheld. (essential)
- Experience of producing and providing induction/training material to help both new colleagues learn their job, aiding a speedy integration into the team and existing colleagues to improve performance and efficiency. (essential)

Student experience or customer service

- Builds and maintains positive relationships with students or customers
- Ability to maintain up to date knowledge of services available in own and related areas of work, adapting services and systems to meet customers' needs and identify ways of improving standards. (essential)

Creativity, innovation and problem-solving

Person specification

- Uses initiative or creativity to resolve day to day problems proactively. (essential)