



Cardiff School of Creative & Cultural Industries

University of Glamorgan



UNIVERSITY OF GLAMORGAN
PRIFYSGOL MORGANNWG

Faculty of Creative and Cultural Industries

KTP Associate (Marylebone Cricket Club) - Ref CCI344

Fixed-Term for 2 years

£24,000 per annum (inc. London weighting)

The George Ewart Evans Centre for Storytelling at the University of Glamorgan wishes to appoint a KTP (Knowledge Transfer Partnership) Associate to work on an innovative project with the Marylebone Cricket Club (MCC).

'Taking the Field' is a 2-year project which aims to work with several cricket clubs in the UK and Sri Lanka to collect the stories and oral histories of club members and to work with participants to help turn material into digital heritage artifacts for use in the online environment of the MCC Museum. The postholder will be based at Lord's Cricket Ground in London but will be expected to travel as part of the role.

Applicants should possess a relevant first degree in an arts, humanities or social sciences subject at 2:1 or above and have excellent communication skills. Applicants should also have skills in the creative use of digital media technology and a proven interest in heritage and cricket. This is an excellent opportunity for an individual wishing to develop their professional and interpersonal skills, experience and networks.

For an informal discussion, please contact Professor Mike Wilson on 01326 255940.

Application forms can be submitted via the following link:

<https://corporate.glam.ac.uk/secureapps/submit.aspx?ref=CCI344&post=KTP%20Associate>

Further particulars may be obtained by accessing our web pages at www.glam.ac.uk/jobs. Alternatively, you can e-mail us at jobs@glam.ac.uk

When requesting an application form, please quote reference: CCI344

CLOSING DATE: 19 JULY 2010

INTERVIEW DATE: 3/4 AUGUST 2010 (At Lord's Cricket Ground)

FURTHER PARTICULARS FOR THE POST OF KTP ASSOCIATE AT MARYLEBONE CRICKET CLUB (REF: CCI344)

ELIGIBILITY TO WORK IN THE UK

The University of Glamorgan has a legal responsibility to ensure that all employees are eligible to live and work in the UK.

For academic and research vacancies or those that require highly specialised skills and qualifications, we will often be able to obtain a 'Certificate of Sponsorship' for a suitably qualified applicant who is not currently eligible to work in the UK, if there are no suitable 'resident' candidates i.e. European Economic Area.

For vacancies that are not academic, research or highly specialist, however, it is extremely unlikely that a certificate of sponsorship would be granted. It is an essential requirement that **before** submitting an application form you confirm your eligibility by visiting the Home Office website <http://www.ukba.homeoffice.gov.uk/workingintheuk/>. Here you will find useful information on the Points Based Immigration System, along with a convenient Points Calculator

CARDIFF SCHOOL OF CREATIVE AND CULTURAL INDUSTRIES

Vision

The newly established Cardiff School of Creative and Cultural Industries ('the Faculty') brings together the creative disciplines within the University of Glamorgan; namely, design, art, media, drama, popular music and sound technology, and cultural studies. This diverse, interdisciplinary grouping will provide a rich cultural, pedagogic and scholarly environment for the development of specialist and hybrid undergraduate, postgraduate, professional development and research degree programmes for the creative industries in Wales, UK, and for international markets. The new Faculty will provide creative and technological skills and intellectual development to students providing not only employment, experiential learning and lifestyle opportunities, but the broader understanding of the creative industries around the issues of social inclusion, sustainability, cultural life and identity

The Vision for the Faculty is:-

To be the key provider of leading edge interdisciplinary teaching, learning and research for the creative and cultural industries in Wales and Europe and to inform and influence the development of the creative industries in Wales

The Faculty aspires to:-

- affirm and value all stakeholders, recognising the dignity, unique nature and contribution of each individual and organisation
- create a collegial, co-operative and positive working environment
- value and practise openness, honesty, transparency and tolerance
- act as the catalyst for the development and diffusion of ideas and translate these innovations for the benefit of individuals, organisations and societies

The Faculty seeks to create an outward, innovative, research-orientated, quality-driven and participative culture. In so doing, the Faculty recognises that academic, administrative and technical staff are its most significant asset and is committed to providing appropriate development opportunities in order to enhance collegiality, engagement and productivity.

Strategically, pursuit of the stated vision is supported by investment in

- People
 - attracting, supporting and resourcing highly talented academics
 - attracting, retaining and graduating cohorts of motivated and smart students
 - recruiting and valuing professional staff
 - actively involving the community and key stakeholders from industry

- Programmes
 - excellent and high quality teaching and learning programmes
 - strong, interdisciplinary programmes
 - progressing and graduating cohorts of engaged students
 - appropriate outreach and life-long learning engagements

- Facilities
 - state-of-the-art facilities and spaces
 - use practices that enhance teaching, learning and research
 - reliable, robust and fit for purpose instructional and research technology

Division

The post is based in the Division of Media, Culture and Journalism. The division was formed in 2009 bringing together two divisions dedicated to the theory and practice of media and culture. The division offers four undergraduate degrees in Journalism, Media Communications, Radio and Television and postgraduate provision in broadcasting, journalism and cultural leadership. Research degrees are well-established within the subject area.

Academic Rationale

The Academic Plan for the Cardiff School of Creative & Cultural Industries presents the new Faculty as undergoing a period of establishment, restructuring and development to deliver on a strategic University initiative to enhance its undergraduate, postgraduate and research provision and improve the institutional profile locally, regionally and nationally.

The Faculty is proceeding with a fundamental review of its curriculum and pedagogy and is intended to

- take advantage of the new possibilities opened up in terms of collaboration and interdisciplinary work
- make the Faculty's portfolio of awards clear and accessible to prospective students through eliminating duplication
- develop awards and strategies that will attract students with higher entry qualifications whilst also retaining a commitment to diversity and widening participation
- develop a strong postgraduate portfolio in all areas
- develop an innovative and distinctive style and ethos for the new Faculty
- grow and expand the current range of awards, building on the areas of excellence across the range of subjects in the new Faculty
- build on existing relationships and establish new ones, particularly with industry, the local authority, the Wales Assembly Government, the local communities in Cardiff and the wider academic community
- free staff time to engage in research, scholarship and other kinds of development activities
- meet student expectations in terms of innovative teaching and learning including, where appropriate, the use of technology

- build programmes that will have an international appeal
- achieve an excellent retention rate across the Faculty
- develop a multi-functional administrative team that can quickly respond to the requirements of the faculty

New areas for academic development are envisaged to be in the potential growth of interdisciplinary subjects, specifically associated with the emerging digital, creative and cultural industries. The collaboration between arts, design, media, media technology, drama, music, sound technology, digital technology, and management subjects will serve to encourage development of new, hybrid disciplines. The second area of potential growth will be in the cross referencing of expertise across the University to form an integrated matrix of new subject disciplines.

Development of postgraduate programmes within a strong common programme framework is considered to be a key strategic initiative for the Faculty and will include focus on

- international visibility and appeal
- the link to both our undergraduate programmes (to provide a possible through route to all students) and to the Faculty's research agenda
- the possibility of sponsorship and bursaries of various kinds and descriptions.

The Faculty's teaching and learning mission is to provide creative skills and intellectual development to students, providing not only employment, experiential learning and lifestyle opportunities, but the broader understanding of the creative industries around the issues of social inclusion, sustainability, cultural life and identity. To fulfil this mission, the Faculty will offer a dynamic learning and teaching environment which is focused on experiential learning through project work, professional practice, industrial placement and studio work environments. A central theme of the Faculty's mission is that teaching will be of an excellent standard, informed by research and other professional and scholarly activity.

Enterprise

Employability and entrepreneurship are critical aspects of the faculty's strategic vision. These are viewed imaginatively and not as the encouragement of a 'training' focus. The Faculty seeks to involve employers from across the industries, but also seek to influence and lead the creative, academic and industrial environments within which we operate via the following initiatives

- the establishment of a high profile Faculty-level Advisory Board
- the compilation of a strong, professional portfolio as part of the student experience (as long as this is treated as a flexible idea, adaptable to the needs of all awards).
- career and personal development support should be a high profile part of what we provide for all students (drawing on some excellent practice that already exists in the Faculty).
- the considered involvement of accrediting bodies and the Sector Skills Councils in award development.

The Faculty will be involved in a number of regional, EU funded initiatives, around the development of the creative industries with the enhancement of small and medium sized companies, specifically within the media sector.

The faculty will actively work towards the development of enterprise activities in the creative and cultural industries, specifically around business incubation, entrepreneurship and new product development

A number of innovative projects will be developed over the next three years to improve widening participation, graduate entrepreneurship, industrial collaboration, and international exchange opportunities within the Faculty.

Research

The Faculty currently hosts two research units in Theatre and Media, Drama (TMD) and Communications, Culture & Media. Both units scored highly in the 2008 RAE, with 30% of TMD research and 40% of Communications, Culture and Media research rated as world-leading or internationally excellent. The TMD submission was the largest from a post-92 institution in its subject area, and was rated 16 in the Research Fortnight rankings.

In addition, it hosts The George Ewart Evans Centre for Storytelling, and The Centre for the Study of Media and Culture in Small Nations. The Cardiff School will also seek to establish research units in Media Technology, Music and Art and Design as soon as is practicable, and in other relevant areas, as appropriate. Within the Cardiff School there are currently four professors and four readers and it has approximately fifty registered postgraduate research students.

The Faculty sees research as one of its core activities and central to its role within the University and the wider community. As such it has an ambitious agenda for the development of its research profile and aims to become a leading centre for research in the Creative and Cultural Industries both nationally and internationally. This strategy is designed to support research activity and research growth within the Cardiff School and to help it achieve its research ambitions over the next five years.

In its research activity, the Faculty works across established disciplines and across faculties, and in so doing establishes new paradigms for research in the Faculty.

The faculty seeks strategic partnerships with other institutions, where appropriate, to form national and international networks.

The Faculty's research is both inclusive and outward-facing, seeking to engage with the wider academy, industry, business, the public and private sector organisations, local communities and, indeed, the general public.

Facilities

The ATRiuM facility in downtown Cardiff provides a locus for the newly established School of Creative & Cultural Industries, and serves to unify teaching and learning, research, creative work, and enterprise engagement and creative innovation. The design of the building is tailored to the Faculty's innovative curriculum and interactive learning methods. In short, it provides an ideal environment in which to foster tomorrow's leaders in the creative and cultural industries.

The ATRiuM is a £35 million development. It is a 5 storey, 10,500 square metre facility, which opened in September 2007.

The ATRiuM serves as a multifunctional, multidisciplinary academic facility for approximately 2000 students, 80 faculty and 40 support staff. The ATRiuM contains classrooms, computer labs, group work and practice rooms, television, radio, film production facilities, multidisciplinary design studios, theatre and performance spaces, photography and journalism spaces, animation studios the building is one of the most sophisticated medium-scale instructional centres of any educational institution in the world. With its warm natural finishes of wood, brick and stone, it connects Glamorgan University to the world.

The building sets a standard for innovative teaching and learning. It incorporates advanced networking and communications technology to create a new modern learning environment. Designed to be pervasive and forward-compatible, instructional and research technology in the ATRiuM includes teaching and learning spaces, and production spaces that are wired for multimedia and broadband audio and video conferencing, connectivity between group work stations and study rooms, and Internet access.

The 'street' is the centre of student life and activity, accommodating hundreds of people for special events. A 5-storey gathering area large enough to accommodate the entire student body, the 'street' creates a perfect setting for a variety of events, graduation celebrations, award ceremonies and other faculty gatherings. An informal student meeting place, it adjoins the Learning Resource Centre, the Student Advice Shop, café, main theatre and TV studio.

The new facility transforms the learning process through the scale and scope of its pervasive and transparent technology, enhancing student and faculty interaction. All teaching and learning spaces are wired for multimedia and broadband audio.

The University's design and fit out goal for the ATRiuM is to create a superb, fit for purpose, integrated facility to

- provide a platform for innovation and leadership in teaching and learning, research and scholarship, enterprise development
- create a learning environment based on state of the art technology and leading edge pedagogies featuring reliable, robust and flexible instructional and research technology
- bring the facilities into line with those of the best design and media schools internationally, and with benchmark institutions
- provide a modern, flexible and inviting building that has superb functionality and fitness for purpose and which will serve the needs of the Faculty and University of Glamorgan in the years to come
- provide a flagship facility, attractive to world class academics with international networks and the best and brightest domestic and international students
- promote a sense of community and identity
- enhance profile and reputation, international standing and connectedness

JOB DESCRIPTION

Responsible to: Professor Mike Wilson

Main Purpose of Job:

To work upon the project entitled 'Taking the Field: Digital Cricket Heritage, Storytelling and Oral History', a KTP between The George Ewart Evans Centre for Storytelling (GEECS), University of Glamorgan and The Marylebone Cricket Club (MCC), as directed, and to deliver against the project's objectives and targets.

Principal Responsibilities and Duties:

- To identify, engage and liaise with participating clubs in the project in both the UK and Sri Lanka.
- To work with club members to collect narratives and turn them into digital artifacts.
- To train participants in the use of technology appropriate to the aims of the project.
- To develop systems of collection and curation of digital artifacts.
- To develop on-line tutorials and toolkits to support the sustainability of the project.
- To act as an interface between the participating clubs, the MCC and GEECS.
- To develop use of technology for the dissemination of project artifacts.
- To report regularly on progress, help evaluate the project and propose future developments.
- To help disseminate results of project and knowledge transfer through workshops and seminars.

PERSON SPECIFICATION

<u>SKILLS AND ABILITIES</u>	
Essential	Desirable
a) Excellent communication skills both written and verbal. b) Ability to demonstrate project and time management. c) Ability to work with people in workshop situations. d) Ability to work confidently with digital technology. e) Ability to conduct interviews.	
<u>KNOWLEDGE</u>	
Essential	Desirable
f) Knowledge of cricket, its history and organisational structures. g) Knowledge of the heritage industry. h) Knowledge of storytelling and/or oral history. i) Knowledge of the emerging role of digital technology.	
<u>EXPERIENCE</u>	
Essential	Desirable
j) Experience of running workshops, especially with diverse groups. k) Experience of working creatively with media technology. l) Experience of research at undergraduate level.	p) Experience of working in a heritage environment. q) Experience of working in an organisation.
<u>TRAINING</u>	
Essential	Desirable
m) First degree at 2.1 level or higher in a relevant arts, humanities or social sciences degree.	r) Training in appropriate software programmes. s) Training on appropriate hardware (e.g. video, audio).
<u>OTHER REQUIREMENTS</u>	
Essential	Desirable
n) Good practical and team skills. o) Good self-motivator.	t) Full, clean driving license.

It is essential that when making an application, candidates specifically address the criteria set out in the Person Specification. This information will be used in deciding those to be shortlisted.

CONDITIONS OF SERVICE

The successful applicant will be appointed to the post of KTP Associate, in the service of the University of Glamorgan.

CONTINUOUS SERVICE

Your continuous service will commence on your first day of employment at the University of Glamorgan. The University does not recognise continuous service with other employers in any respect except in accordance with the Redundancy Payments (Continuity of Employment in Local Government, etc) (Modification) Order as amended.

TENURE

This is a Fixed Term Position for 2 years from date of appointment

RETIREMENT

You will normally be required to retire at the end of the term during which you reach the age of 65. By mutual agreement your services may be extended.

STAFF APPRAISAL AND DEVELOPMENT

You will be required to participate in the Staff Appraisal and Development Scheme for Support Staff.

This Scheme is the means by which your individual work objectives will be set, annually. It is also the means by which your learning, training & development needs will be identified to support you, throughout your employment with the University, in the achievement of your objectives. The University expects a commitment to such personal development from *all* its staff, and it is intended that this should be planned, and effectively evaluated to assess its impact upon performance.

In February 1999, The University of Glamorgan became the first University in Wales to achieve the prestigious Investor in People Award.

Staff Training & Development is therefore recognised as a fundamental part of the University's Human Resources Strategy and is an important key to the achievement of the University's Vision and Strategic Goals.

GRADE/SALARY

The salary for this post is £24,000 per annum (inc. London weighting)

PROBATION

New entrants to the service of the University of Glamorgan are appointed subject to a probationary period of not normally more than 6 months, during which time we will seek to confirm their suitability for the post.

CRIMINAL RECORDS BUREAU DISCLOSURE

As you will have noted from these further particulars, it has been assessed as one where, if you are appointed, you will be required to obtain a Criminal Records Bureau Disclosure. Disclosures obtained with another organisation are not accepted by the University.

Because the Disclosure will form part of the Recruitment Process, you will, if invited to interview, be requested to provide details of any criminal record you may have.

MEDICAL CLEARANCE

All posts in the University of Glamorgan are offered subject to medical clearance. If appointed, you will be required to complete a questionnaire (confidential to the University's Medical Adviser) detailing your medical history, and you may be requested to attend a medical examination.

HOURS OF WORK/WORKING ARRANGEMENTS

Hours of work will be those of commensurate staff with Marylebone Cricket Club.

LEAVE

Holidays of work will be those of commensurate staff with Marylebone Cricket Club.

PENSION ARRANGEMENT

You will have the option of joining the Local Government Pension Scheme and contributions will be made at rates of between 5.5% and 7.5% of gross salary dependent into which pay band your salary falls; or you can take out a personal pension with an approved provider.

TERMINATION

The appointments are terminable upon one months notice from the individual or the University may give you 1 months notice between 1 month and 4 years service; thereafter, one week's notice for each year of service, up to a maximum of 12 weeks' notice

HEALTH & SAFETY RESPONSIBILITIES

All staff are responsible for the health and safety of both themselves, and others upon whom they may have an effect. All staff must co-operate with the University in achieving its Health and Safety objectives. More detailed generic responsibilities are included in Appendix 7.3 of the University health and safety policy.

APPOINTMENTS PROCEDURE

Referees

Candidates should note that the University normally contacts referees for those shortlisted without further advice to candidates.

If you do not wish a referee/s to be contacted, prior to interview, you should state this clearly. Internal candidates should supply details of one referee only, being their Head of Department or Line Manager. External candidates will be asked to supply three referees.

Progress of Application

If you are successful in being selected for interview for the above post, you will be notified within 6 weeks of the closing date. If you have not heard by this date, then you should assume that your application has been unsuccessful on this occasion. In the meantime, I would like to take this opportunity to thank you for your interest in the University of Glamorgan, and to wish you luck in your application.

APPLICATION FORMS

All candidates are requested to complete the Application Form which accompanies these Further Particulars. The application may be supplemented by the inclusion of a Curriculum Vitae and any other supporting information that candidates consider to be relevant.

All application forms can be submitted online, please visit www.glam.ac.uk/jobs

Alternatively Application Forms should be completed in BLACK ink, and can be returned to:-

Human Resources
University of Glamorgan
3 Llantwit Road
Pontypridd
CF37 1DL

If you need to contact a member of Human Resources, please ring 01443 483244

CLOSING DATE: 19 JULY 2010