

Capel Manor College

0.3 Lecturer in Photography & Creative Media

Job Description & Person Specification



JOB DESCRIPTION & PERSON SPECIFICATION

JOB DESCRIPTION

Post	Creative Digital Media and Photography Tutor
Scale	Lecturing (0.3)
Grade	Teaching and Learning Scale 19-35
Responsible to	Team Leader
Location	Enfield (with hybrid cross-college delivery as required)
Contract	Part-time, Permanent

Key Responsibilities:

The key responsibility of the Creative Digital Media and Photography Tutor is to deliver and develop the Creative Arts department's newly established CreaTech provision and accredited photography curriculum, equipping learners with industry-relevant digital, creative and technical skills. The postholder will develop and deliver innovative learning experiences in photography, digital content creation, branding, social media, image editing, immersive technologies and online portfolio development, ensuring learners are well prepared for progression into further study and employment within the creative industries. The post will be based at Enfield; however, the successful candidate may be required to support delivery across other College centres, including through hybrid teaching, delivering lessons remotely to learners at different sites using appropriate digital learning platforms.

Responsibilities:

1. Deliver accredited photography qualifications and achieve high-quality learner outcomes.
2. Plan, deliver and assess photography programmes in accordance with awarding organisation requirements.
3. Deliver high-quality teaching across the CreaTech programme and accredited photography qualifications.
4. Teach practical and digital photography skills, including the use of DSLR and smart phone photography. Composition, lighting, camera operation, image manipulation and portfolio presentation.
5. Support with the development and continuous improvement of the digital elements of the CreaTech curriculum, ensuring content remains innovative, engaging and industry relevant.
6. Plan and deliver learning activities in photography, digital content creation, branding, social media, visual communication and image editing.
7. Teach learners to use industry-relevant software and platforms, including Canva, Adobe Photoshop and digital portfolio platforms.
8. Support learners to create and maintain professional online portfolios that showcase skills, projects and progression achievements.
9. Develop and deliver creative projects that combine digital skills, photography and emerging creative technologies.
10. Embed immersive and interactive learning approaches, including digital walkthroughs, QR-enabled content, virtual galleries and virtual reality (VR), where appropriate.
11. Work collaboratively with curriculum teams to ensure CreaTech projects enhance Floristry, Event Management, Art & Design and other Creative Arts study programmes.
12. Develop links with employers, industry specialists and guest speakers to enrich the learner experience and ensure curriculum relevance.
13. Monitor learner progress, provide effective feedback and support learners to achieve positive outcomes.
14. Maintain accurate learner records in line with college and awarding body requirements.
15. Contribute to curriculum planning, recruitment activities, learner events and the continued growth of the Creative Arts provision.
16. Participate in quality assurance activities and support continuous improvement within the department.

General Responsibilities:

1. Promote and implement all College policies, particularly those which refer to health & safety, equality of opportunity and safeguarding young people and vulnerable adults
2. Participate in College programmes of staff appraisal and continuing professional development
3. Develop effective working relationships internally and with external partners
4. To always operate in line with the College's values and behaviours
5. Undertake other duties as may reasonably be required in the interests of the efficient functioning of the College

PERSON SPECIFICATION

Qualifications

- Minimum Level 3 qualification in Photography, Creative Media or a related discipline, or substantial industry experience demonstrating equivalent expertise in photography and digital media.
- Teaching qualification (or willingness to work towards one in line with college requirements).
- Level 2 qualification in English and Maths or a willingness to achieve within a specified period.
- Assessor qualification (or willingness to achieve within a specified period)

Desirable

- Internal Quality Assurance qualification.
- Industry certifications related digital media software.

Experience

Essential

- Experience delivering accredited photography qualifications.
- Experience of practical and digital photography, including image editing and portfolio development.
- Experience using Canva, Adobe Photoshop and other digital content creation tools.
- Experience creating and managing online portfolios and digital showcases.
- Current knowledge of creative and digital industry practices and trends.
- Experience planning and delivering engaging practical sessions.
- Experience of using digital platforms and technologies to support different teaching approaches.

Desirable

- Experience of teaching within Further Education or a similar educational setting.
- Experience delivering accredited photography qualifications or similar.
- Experience of curriculum development and programme design.
- Experience using other digital applications which could enhance the learner experience.
- Experience of immersive technologies, virtual exhibitions, interactive content and/or VR projects.

Skills, Abilities and Knowledge

- Knowledge of digital photography principles, techniques and equipment.
- Ability to deliver accredited photography qualifications and prepare learners for assessment.
- Knowledge of digital portfolio development and presentation of creative work.
- Understanding of current trends within digital photography, digital media and creative technology sectors.
- Strong Photography and image-editing skills.
- Strong Digital literacy and confidence using creative software and online platforms.
- Knowledge of branding, social media, digital marketing and content creation.
- Ability to develop innovative project-based learning activities.
- Excellent organisational and communication skills.
- Ability to deliver engaging and effective learning through face-to-face, online and hybrid teaching methods.
- Ability to adapt teaching approaches to meet the needs of learners across multiple sites and delivery modes.
- Ability to motivate and inspire learners from a range of backgrounds.
- Understanding of how digital portfolios can support progression to higher education and employment.

- Knowledge of employer needs within the creative, digital and media sectors.
- Ability to work independently and as part of a wider curriculum team.

Other Factors

- An understanding of and commitment to safeguarding young people and vulnerable adults
- Ability to form and maintain appropriate relationships and personal boundaries with children and young people/vulnerable adults
- Emotional resilience
- The ability and determination to promote equality, diversity and inclusion throughout all aspects of college life, including employment and service delivery
- Should the position involve regular driving, a clean driving licence is required