

## Programme Supervisor Producing

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Company: Confidential

Location: Sharjah

Category: other-general

Report directly to Programme Leader Postgraduate Studies, and ultimately the Executive Director to ensure they are kept well-informed about their areas of responsibility. Implement the development and delivery of all Producing courses within the postgraduate programme. Prioritising safe practice will be fundamental alongside developing and inspiring innovative teaching that connects with multidisciplinary training that remains dynamic and relevant to the industry. Organise and facilitate the faculty pertaining to all activities within the Producing concentration classes. Collaborate with the postgraduate faculty to administer course assessments to deliver structured feedback that supports and enhances learning and development for Producing courses. Assist the Programme Leader Postgraduate Studies with timetabling and scheduling Producing courses. Assist the Programme Leader Postgraduate Studies in the interview and selection process for hiring producers for productions (as required). Assist the Programme Leader Postgraduate Studies in outreach and student recruitment efforts to ensure sustained high levels of enrolment. The Programme Supervisor Producing may take on additional teaching responsibilities related to the postgraduate programme, including managing curriculum documentation, course files, and course administration to adhere to the institution's quality assurance standards.

#J-18808-Ljbffr

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