Digital Fashion Technician (0.4 FTE)

Technical Support

Fixed Term

The Role

Job Title   Technician – Digital Fashion)0.4 FTE)
                          Digital Fashion Production

Location: Fashion and Textiles Workshops

Reports to: Head of Technical Support through the Team Leader

Purpose:

The post holder will train and advise students in the pursuit and realisation of innovative ideas and solutions for digital garment design and presentation. The role aims to embed sustainable digital fashion design approaches into the curriculum to supplement the physical design exploration and making approaches currently utilised and to ensure graduates are digitally capable within the field of fashion design. The role holder will demonstrate the use of digital garment technologies and associated workflows, and create supporting resources to enhance technical learning, while ensuring compliance with health and safety guidelines and best practice.

The role will involve an appropriate balance of technical workshops, demonstrations, and inductions, as well as one-to-one working with UG and PG students, assisting students and academic staff with production of course works, teaching materials and research.

Please note that all Technicians within the GSA have been assigned to a generic role description as a result of local implementation of the Pay Framework Agreement. This Job Description should therefore be read in conjunction with the Generic Technician Role Description (see Appendix I).

Dimensions

- Large workshop space divided into Print & Dye, Weave, Knit, Embroidery & Fashion
- Will be demonstrating software across the campus using workstations in the library and digital suites

Area
- Technical Support Department (TSD) Fashion Design Team

People
- Staff
  - Working as part of a team of Fashion and Textiles Technicians approx 7 FTE
  - Working closely with Academic staff across 3 programmes within Fashion and Textiles department
  - Technicians across Technical Support Department approx. 80 FTE

- Students
  200 (approx) undergraduate and 30 (approx) postgraduate students within Fashion and Textile department.

- **Key Accountabilities**

  - The provision of specialist technical support for digital garment technologies and associated workflows and physical outputs.
  - Delivery of specialist training and instruction in digital garment processes and software.
  - Contributing to the wider technical support team in Fashion, supervising safe working in the Fashion spaces and contributing to workshop maintenance and housekeeping as required. Assisting students and staff in the preparation of required projects face to face and remotely;
  - Preparation of materials and equipment for teaching sessions including the preparation of online resources to enhance technical learning in line with digital accessibility guidelines;
  - Creating samples for students to reference / archive;
  - Stock control, timely ordering and sourcing of materials, ensuring list of suppliers is up-to-date;
  - Ensure that the environment in the technical area complies with the Health and Safety policy and procedures of GSA and carry out suitable risk assessments on hazardous activities, machinery and processes;
  - Administrative duties related to workshop operation including timetabling;
  - Attending appropriate training courses when required as part of GSA's staff development programme;
  - Any other duties as reasonably requested by the line manager;

Key Challenges

The role is located in a busy spaces sometimes with competing demands and deadlines from various year groups. Whilst maintaining, a safe working environment in compliance with health & safety guidance at all times, the post holder will:
- Be flexible and adaptable in meeting a wide variety of competing demands varying from giving advice and assistance in person and online, to demonstrating and maintaining workshop equipment;
- Cope effectively with a heavy workshop load and high levels of student demand and expectation;
- Able to effectively manage time across all aspects of role;
- Accommodate a broad range of student projects and support students with varying levels of technical experience.
- Balance the demands of highly driven student designers and academic staff within the limited resource of staff time and space.

Relationships

Internal Contacts:

- Work as part of a team in the Fashion and Textile department workshops and liaise effectively with the academic staff and highly driven student designers.
- Undergraduate and postgraduate students
- Other technicians within the Team and across the Technical Support Department
- Academic staff from across the Glasgow School of Art

Professional support staff including Admin, GSA Library, Estates and Health and Safety

External Contacts:

- Suppliers of materials, equipment and services.
- Colleagues at other similar institutions.

Background Experience and Qualifications

The post holder will have:

- An appropriate qualification in a related area, and/or experience of working within the discipline (essential)
- Experience of teaching or demonstrating techniques in digital garment production
- Advanced knowledge and experience in the use of CLO3D (essential)
- Experience of using and demonstrating Adobe Premiere or other video editing software (essential);
- Knowledge of other digital garment and visualisation software such as Fusion 360, Maya, Rhino, Marvelous Designer, ZBrush, or Cinema 4D (desirable)
- Experience using Adobe Creative Suite especially Photoshop, Illustrator, and InDesign; (essential)
- An excellent understanding of digital and physical garment construction workflows at luxury or premium brand level and the ability to share this knowledge with students;
- An excellent understanding of the relationship between fit, drape, construction and textile of garments and how to align these elements;
- An interest in AR/VR and its application for digital fashion;
- Experience in the safe operation and maintenance of Pattern Cutting and Garment Construction equipment;
- A high level of skill and be able to work to an expert standard, both in accuracy and finish;
- Have an understanding of a variety of machinery (over-locker, coverstitch, lockstitch etc) and garment finishing techniques, (hand and machine);
- A sound knowledge of Health and Safety regulations and procedures.

Skills/Attributes

The post holder will:

- Demonstrate commitment to equality, diversity and inclusion;
- Demonstrate a proactive commitment to health and safety;
- Demonstrate a methodical and analytical approach to creative problem solving;

- Be able to communicate complex technical concepts and processes to a range of audiences;
- Be able to interpret student project work and facilitate the realization of student ideas in three dimensions using exploratory and multi-faceted approaches;
- Be very organised with a detail focused work ethic;
- Have good numerical skills for measurements and calculations;
- Have highly effective team working skills;
- Have excellent interpersonal skills for dealing with students, staff and immediate colleagues both in a face to face setting and remotely via digital means;
- Have sound organisational skills, including the ability to plan and manage their own workloads without close supervision;
- Have a professional attitude and be a motivated team player;
- Have an enthusiastic and flexible approach to experimentation and diverse student ideas;
- Display a proactive approach towards awareness of new approaches, materials, techniques & processes and updating personal skills.

Terms and Conditions

Contract	Fixed Term – 2 Years
Probationary Period	It is recognized that there is an inevitable 'settling in' period in any post. The probationary period is therefore an opportunity for the employee to fit within the culture of the School. It should also be determined during this time whether the job is in line with expectations as expressed in pre-appointment discussions, interview and as set out in the Job Description. The probation period for this role is 6 months.
Salary	Grade 5 30,487 - £34,980 per annum, pro rata
Hours	14 hours per week
Holidays	30 days plus 11 statutory holidays per annum pro rata
Pension	Option to join the Local Government Superannuation Scheme
Notice Period	1 month

Appendix I

TECHNICIAN – GENERIC ROLE DESCRIPTION

Communication

- Communicating with students on individual projects which includes:
  Providing instruction on technical aspects/methods;

  Discussing conceptual ideas with a view to helping materialise them on a practical level;

  Providing advice on project specific issues e.g. material costs, timescales etc;

  Providing guidance on Health & Safety related issues;

  Delivering inductions and demonstrations to groups of students;

- Communicating/conferring with colleagues on technical related matters;
- Devising learning materials to be used by students and/or guidance manuals for machinery/equipment for use by students staff;
- Maintaining stock records;
- Preparing Health & Safety reports;
- Responding to e-mail requests for information.

Teamwork & Motivation

- Participating in and contributing to the team by providing effective technical support to students and staff and playing an instrumental role in ensuring the smooth and efficient running of the workshop.

Liaison & Networking

- Liaising daily with students on on-going projects;
- Liaising with internal support departments including Estates, Finance, HR and Health & Safety as well as academic departments in order to build relationships and contacts to facilitate the future exchange of information;
- Liaising with and establishing effective working relationships with peers in other departments within the School.
- Liaising with external contacts/bodies, e.g. suppliers, enquirers, maintenance companies etc.
- Attending staff-student consultative meetings and technical team meetings.
- Attending academic departmental meetings as appropriate.

Service Delivery

- Providing an efficient and high standard of service by responding promptly to requests for technical support from students and staff and/or directing them to the appropriate technician/workshop if necessary;
- Contributing to the quality of service provided by identifying any short falls and recommending improvements;

- Anticipating and pre-empting requirements of relevant parties by adopting a proactive approach and initiating contact, working within the institution's overall procedures and policies.

Decision-making

- Exercising decision-making skills when assessing e.g. when to grant access to the workshop, which method/process to adopt with regards to individual projects, when to re-stock supplies etc;
- Making collaborative decisions with colleague(s) and immediate line manager, for example when planning future projects and/or workshops in line with the academic timetable;
- Inputting into the decision-making of others by recommending improvements to processes and purchasing equipment and stock.

Planning & Organising

- Planning, prioritising and organising own work in order to achieve agreed objectives;
- Contributing to the planning and organising of Departmental and/or School-wide events, e.g. inductions, Degree Show etc.

Initiative & Problem-solving

- Showing initiative and creativity to resolve student/staff problems (project specific) where the optimal solution may not be immediately apparent but has to be assessed by a process of reasoning and weighing up of pros and cons of different approaches;
- Identifying and assessing practical options that will help students/staff realise their ideas.

Analysis & Research

- Researching technical developments in the field in order to remain abreast of new processes, methods, materials, equipment etc.;
- Analysis of stock levels in line with ongoing projects.

Sensory & Physical Demands

- Carrying out tasks which require either learning certain methods or routines or involve moderate physical effort e.g. operating machinery or equipment to perform detailed operations, safely lifting large or heavy objects etc.;

Work Environment

- Understanding how the work environment could impact on own work or that of students and colleagues;
- Undertaking standard actions, in line with Health & Safety requirements/guidelines, to adapt to the environment;
- Using, and monitoring students use, of protective equipment e.g. when handling hazardous chemicals, operating dangerous machinery etc.

Pastoral Care & Welfare

- Showing sensitivity to those who may need help or, in extreme cases, are showing signs of obvious stress, initiating appropriate action by involving relevant people e.g. HoD or student support services;

Team Development

- Advising, guiding or assisting new starters/colleagues within own team on standard information or procedures;

Teaching & Learning Support

- Introducing students or others who are new to the area to standard information or procedures;
- Providing teaching or training on methods, processes and procedures, providing feedback during the event;
- Designing workshop content or learning materials within existing frameworks and making appropriate modifications to existing materials on the basis of the knowledge or experience of the learner(s);

Knowledge & Experience

- Applying working knowledge of theory and practice, sharing this knowledge with others as appropriate for example, the ability to interpret rules, procedures and regulations and provide advice to others on how technical processes should be undertaken;

- Demonstrating continuous professional development by acquiring relevant skills and competencies.

Appendix II

Head of TSD

WORKSHOP AREAS | Planning Coordinator | TSD Admin | **STUDIO AREAS**

Technical Manager — Technical Manager — Technical Manager — Technical Manager

- Technical Manager (Workshop):
  - 3d Stow/Bourdon Team Leader → 5.6 FTE (6)
  - 3d Reid Team Leader → 3d Reid Team 7.5 FTE (8)
  - Photography Team Leader → 4 FTE (4)

- Technical Manager (Workshop):
  - Digital Media Team Leader → 3.8 FTE (5) → Interactive Computing (0.5)
  - Fashion Team Leader → 2.7 FTE (5)
  - Textiles Team Leader → 4.3 FTE (7)

- Technical Manager (Workshop):
  - Printmaking Team Leader → 4 FTE (5)
  - SJC Team Leader → Casting Team 2.8 FTE (4)
  - Forres Team (1.2) → S&J Team 1.8 FTE (3)

- Technical Manager (Studio):
  - MSA Studio Lead → MSA Studio Team (5)
  - Reid Studio Lead → Reid Studio Team (4)
  - Haldane Studio Lead → Haldane Studio Team (2)
  - SoFA Studio Lead → SoFA Studio Team (8)