

Candidate Information

Position:	Lecturer (Teaching Focused)
School/Department:	School of Psychology
Reference:	19/107362
Closing Date:	Friday 26 April 2019
Salary:	£33,199 - £39,610 per annum (potential to progress to £43,266 per annum through sustained exceptional contribution)
Anticipated Interview Date:	Tuesday 7 May 2019
Duration:	12 months

Job Purpose:

We are seeking to appoint a temporary Lecturer (Teaching-Focused) who will contribute to the delivery of an innovative and relevant Education portfolio (UG and PGT) in line with the teaching and learning strategy of the School, fully utilising digital platforms. The successful candidate will contribute to teaching on undergraduate quantitative research methods along with other aspects of the curriculum, and will assist the School in providing high-quality student support.

Education (80% of time spent)

- Develop teaching methods, design course units and deliver a range of teaching and assessment activities including lectures, seminars, coursework, and laboratory classes on the undergraduate and postgraduate taught programmes of the School of Psychology.
- Develop approaches to teaching and learning, which are appropriate for the subject area; reflect developing practice and contribute to the enhancement of quality teaching within the subject, school and/or faculty.
- Seek ways of improving performance by reflecting on teaching design and delivery and obtaining and analysing feedback.
- Plan and Manage own teaching and tutorials as agreed with Head of School/Director of Education.
- Liaise with others (such as support staff or academic colleagues) to ensure student needs and expectations are met.
- Design/update modules in line with School's teaching strategy.
- Deliver high quality teaching to both UG and PGT programmes.
- Contribute to the School's use of digital platforms to deliver the School's educational portfolio.
- Contribute to the enhancement of quality teaching within the School.
- Develop and advise others on learning and teaching tasks and methods.
- Contribute to the design of innovative teaching programmes.
- Supervise undergraduate and postgraduate taught research dissertations.
- Select appropriate assessment instruments and criteria, assess the work and progress of students by reference to the criteria and provide constructive feedback to students.
- Plan for the use of teaching resources, laboratories and workshops as appropriate.
- Act as personal tutor/mentor for students.

Scholarly Activity (10% of time spent)

- Develop links with relevant professional bodies (e.g. HEA/Advance HE, BPS) to ensure that teaching reflects current best practice in own area of subject specialism.
- Engage in scholarly activity, e.g. conference paper presentations, application for external funding, book reviews published, writing practice manuals, publication of professional materials.
- Maintain and develop teaching and subject expertise.
- Mentor colleagues with less experience and advise on personal development.
- Manage projects relating to own area of work.

Leadership & Administration (10% of time spent)

- Contribute to the School's outreach strategy by developing external links.

- Provide pastoral care for students within own area to ensure, as far as practicable, that all relevant issues are dealt with in a timely, sympathetic and effective manner.
- Carry out designated School functions, including, for example, participation in committee work, assisting in the process of admissions, and preparation of submission for teaching quality assessment.
- Be responsible for the record-keeping associated with teaching and the preparation of teaching materials.
- Advise and visit students on placement.
- Communicate complex and conceptual ideas to students as well as to peers using high level skills and a range of media.
- Engage with the School as a member of the School Board and Examination Board and other such committees relevant to the posts administrative duties.
- Collaborate with other staff within School.
- If appropriate, supervise the work of others, for example in research teams and projects.
- Manage own teaching, research and administrative demands under general supervision of Head.
- Assist in the development of skills and competence in others (for example through the supervision of research students).
- Participate in and develop networks, for example to identify sources of funding, contribute to student recruitment, secure student placements, market the institution, facilitate outreach work, generate income, obtain consultancy projects, or build relationships for future activities.

Essential Criteria

1. Undergraduate honours or postgraduate degree in psychology or closely related discipline.
2. Have, or be about to obtain, a PhD in a relevant area of psychological research. (PhD must be completed at time of taking up post).
3. Some teaching experience, using a range of teaching methods to psychology students at UG and/or PGT levels within the last 4 years.*
4. Ability to deliver undergraduate psychology lectures, supervise research projects, and contribute to research methods teaching as required.
5. Ability to manage resources and understanding of management processes.
6. Ability to devise, advise on and manage teaching programmes at both UG and PGT levels.
7. The ability to communicate complex information clearly.
8. The ability to deal with student interactions in a professional and competent manner.
9. The ability to work with colleagues to ensure that students have a positive experience during their studies.
10. Enthusiasm for providing high-quality student support.
11. Excellent presentation skills.
12. Evidence of ability to work independently and as part of a team.
13. Effective interpersonal skills.
14. Commitment to the development of high quality teaching, learning, and assessment materials.

Desirable Criteria

1. PGCHET and/or membership of an appropriate professional and/or teaching body e.g. HEA/Advance HE.
2. Experience of teaching quantitative research methods.
3. Experience of using digital platforms in the teaching of psychology.
4. Experience of using innovative teaching methods.
5. Experience of contributing to the delivery of undergraduate psychology laboratory-based teaching.
6. Experience of developing new education based initiatives at UG or PGT level.
7. Record of scholarly activity related to teaching and learning psychology e.g. conference paper presentations, external funding secured, book reviews published, writing practice manuals, publication of professional materials.

*** Note candidates should provide a summary table of their teaching experience including class size, class type, topic, year of programme, number of hours taught and student feedback scores if available.**