



Job Title: Teaching Fellow in Psychology

Grade: 7

Salary: £39,105 to £45,163 per annum, pro rata if part-time

Department: School of Psychology and Vision Sciences

Hours/Contract: Full-time, part-time (minimum 0.5FTE, 18.75 hours per week), or job share considered, fixed-term contract for 12 months or until the return of the postholder, whichever is sooner

Job Family: Teaching and Research

Reference: 10750

Role Purpose

You will undertake teaching and teaching-related administration to support the work of the School of Psychology and Vision Sciences to develop and enhance its reputation, both internally and externally to the University. The duties of academic staff are flexibly organised and assigned by the Head of the School. You will undertake high quality teaching in cognate areas across the discipline of Psychology, on campus-based and distance learning programmes.

Main Duties and Responsibilities

Teaching

- Delivery of lectures, seminars, tutorials, workshops, lab sessions and other classes, as allocated by the Head of School in accordance with the School's teaching obligations.
- Supervise project work by undergraduate and postgraduate students.
- Undertake other academic duties (such as setting and marking coursework and examination papers, invigilation, moderation, participation in course reviews and pastoral support of students) required to sustain the delivery of high-quality teaching.
- Support and comply with the University and School teaching quality assurance standards and procedures, including the provision of such information as may be required by the School or the University.
- Maintain and develop expertise in aspects of learning and teaching and academic leadership; share this with colleagues to contribute to School developments.
- Ensure that module contents and delivery are up-to-date and of high quality in both face to face and virtual learning environment contexts.
- Take responsibility and initiative in curriculum design in your area of expertise.
- To apply high-quality, innovative teaching approaches, and disseminate best practice across the School of Psychology and beyond.
- To be first point of contact for Students for Personal Support, in line with the Code of Practice on Personal Support for Students.
- To provide induction for new students and introduce the method of supported





distance learning, where applicable.

- To help students with the development of study skills.
- Contribute to teaching innovation and development across the University, sharing good practice across departments.
- Contribute, where appropriate, to subject-focused research that aligns with the research priorities in the School of Psychology and Vision Sciences according to your expertise.
- Work across the College of Life Sciences on pedagogical research and/or curriculum developments.
- Consistent with the resources available and School and other obligations, to attend and present research findings and papers at academic and professional conferences, and to contribute to the external visibility of the School and University.
- To ensure that all research activities undertaken comply with the 'Research Code of Conduct' operated by the University, including in relation to open access science.

Administration and Other Activities

- Undertake such specific School roles and management functions as may be required by the Head of School
- Engage in continuous professional development, through participation in relevant staff development programmes, in particular to achieve advanced teaching qualifications and to maintain professional memberships where appropriate.
- Participation in Open Days and Offer Holder Events.
- Attend School meetings and participate in committees and working groups within the School, the College and the University to which appointed or elected.
- Undertake, subject to the agreement of the Head of School and the University as appropriate, external commitments that reflect well upon and enhance the reputation of the University.
- Ensure compliance with health and safety requirements in all aspects of work.
- Take responsibility for organising resources and effective decision making in support of research and teaching.

Internal and External Relationships

Coordination with central University offices as required. Liaison with colleagues within the School as required. Building and maintaining contacts with industry or other external partners and work on joint projects.

Planning and Organising





Long term planning/organisation of work in delivery of varied aspects of the job specification.

Seek guidance from mentors, administrative support staff and other academic colleagues, as required

Qualifications, Knowledge and Experience

Essential

- A PhD (or equivalent), or nearing completion of a PhD in Psychology (or related subject) *
- Evidence of high quality teaching in Psychology at undergraduate/post-graduate level *
- Academic Teaching Qualification (Associate HEA Fellowship or above), or willingness to work towards obtaining this *
- Experience of supervising or co-supervising undergraduate research projects/dissertations*
- A track record of developing innovative learning and teaching methods and materials, and of publishing pedagogic or subject-related research.*

Desirable

- A BSc in Psychology (or Psychology with a minor subject) (BPS accredited or equivalent) at 2(1) or above
- Experience of developing new teaching and learning materials/modules and taking responsibility for their delivery.
- Experience in distance learning and/or blended teaching
- Expertise and research achievement/potential that aligns with research priorities in the department/college.
- Experience of publishing teaching and learning materials or textbooks.
- High-quality publications in peer reviewed journals in the post holder's field

Skills, Abilities and Competencies

Essential

- High level of proficiency in written English, sufficient to undertake research, teaching and administrative activities utilising English Language materials and to communicate effectively with staff and students*
- Effective communication (oral and written) and presentation skills
- Willingness to teach a broad range of topics in Psychology*
- Demonstrated ability to teach competently at undergraduate/post-graduate levels in a range of situations, including face to face learning (lectures, tutorials and seminars), remotely (through providing appropriate learning resources through the VLE) and distance learning*
- Competency at basic IT tasks and ability to operate within a computerised environment e.g. use of virtual learning and teaching environments (e.g. Blackboard), Microsoft office, e-mail and web-browsers
- Ability to design and deliver course materials and to assess them appropriately
- Ability to carry out administrative duties as required by the Head of School
- Ability to work with students from diverse educational, cultural and work backgrounds and those with disabilities





- Commitment to student-centred learning and being available and accessible to students
- Understanding of and commitment to equal opportunities policies and practices
- Commitment to personal development

Desirable

- Good interpersonal skills, team working and ability to interact effectively with colleagues.
- Potential for academic leadership in teaching-related administration
- Competence with modern statistical software and statistical computing methods, e.g., SPSS, JASP, R and/or expertise in qualitative research methods
- Familiarity with, and experience of, open science practices

****Criteria to be used in shortlisting candidates for interview***

Reason for Fixed Term Contract

The reason for the fixed term contract is stated in section 1.9 in the summary of contractual terms in your contract of employment.

Criminal Declaration

If you become an employee, you must inform your manager immediately, in writing, if you are the subject of any current or future police investigations/legal proceedings, which could result in a criminal offence, conviction, caution, bind-over or charges, or warnings.

Supporting University Activities

As a University of Leicester citizen, you are expected to support key university activities such as clearing, graduation ceremonies, student registration and recruitment open days. We expect all staff as citizens to work flexibly across the University if required.

University Values

Inclusive - We are diverse in our makeup and united in ambition. Our diversity is our strength and makes our community stronger.

Inspiring - We are passionate about inspiring individuals to succeed and realise their ambitions. We challenge our community to think differently, to get involved, and to constantly embrace new ideas.

Impactful - As Citizens of Change we will generate new ideas which deliver impact and empower our community

Equity and Diversity

We believe that equity, diversity and inclusion is integral to a successful modern workplace. By developing and implementing policies and systems that challenge stereotypes across all aspects of our work, we have a culture that recognises and values the diverse contributions of our staff which benefits everyone. Our strong values of inclusivity and equity support our efforts to attract a diverse range of high





quality staff and students, and identify our University as a progressive and innovative workplace that mainstreams equity, diversity and inclusion.

