



**Job Title:** Lecturer in Education (Primary Education)

**Grade:** 8

**Salary:** £40,322 to £49,553 per annum

**Department:** Education

**Hours/Contract:** Full time, permanent

**Reference:** 1592

**Role Purpose**

The appointee will be required to make a major contribution to the Primary PGCE Programme.

Main Duties and Responsibilities	% Time
<p><b>Teaching</b></p> <ul style="list-style-type: none"> <li>To undertake teaching in the field of initial teacher education, with specific focus on primary education and a leading role in the PGCE Primary Education, with significant contributions to the School’s SCITT provision. This will include the supervision of PGCE students in their school placements, timetabled tutorial support and provision of focus-day school visits.</li> <li>To make a leading contribution to the Primary PGCE programme.</li> <li>To co-operate with colleagues in the continuous review and development of the curriculum and in the design and launch of new degrees or other academic awards, where appropriate.</li> <li>To give lectures, seminars, tutorials and other classes as appropriate in support of the required teaching obligations.</li> <li>To ensure that student feedback on teaching is sought, through questionnaires and other sources, and to respond constructively to such feedback and to advice from peers.</li> <li>To maintain a broad knowledge of up-to-date research and scholarship in relevant fields to ensure that teaching meets the standards expected within a research-led University.</li> <li>To undertake academic duties (i.e. assessment, marking, and pastoral support of students) required to sustain the delivery of high-quality teaching.</li> <li>To 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 University.</li> </ul>	60
<p><b>Scholarship</b></p> <ul style="list-style-type: none"> <li>The successful candidate will be expected to engage in school-based innovations and scholarship that may lead to publications in professional or peer-reviewed journals, where appropriate, working in collaboration as a member of one of the School’s research groups.</li> <li>To contribute to the scholarship and research agenda of the School, and to its research impact strategy, engaging with and promoting the School’s research</li> </ul>	20





<p>with our partners in teacher education (teaching alliances, academies, partnership schools).</p> <ul style="list-style-type: none"> <li>• If appropriate, to seek internal or external funding to support scholarship and pedagogic innovation.</li> </ul>	
<p><b>Leadership</b></p> <ul style="list-style-type: none"> <li>• To play a full role in the leadership team of the Primary PGCE, particularly in relation to our two primary SCITT Partnership programmes.</li> <li>• To join the SCITT team, managing relations with Primary Education SCITT providers, teaching and quality assuring as agreed by the team</li> <li>• To engage in evaluation of programmes as required by the University Learning and Teaching Strategy</li> <li>• To contribute to the preparation and maintenance of the primary-specific Blackboard site for the Primary programme.</li> </ul>	10
<p><b>Administration</b></p> <ul style="list-style-type: none"> <li>• To be responsible for the screening of applications, selection and interviewing of candidates.</li> <li>• To participate in the preparation and conduct of interview days at the School of Education.</li> <li>• To respond to inquiries about pathways into teaching, including PGCE (but also explaining our partnerships in School Direct and SCITT etc).</li> <li>• To contribute to marketing and recruitment events.</li> <li>• To liaise with school-based mentors about the progression of student teachers</li> <li>• To maintain a pastoral and academic overview for each student in one’s tutor group, attending review meetings to advise on student progression, and any causes for concern.</li> <li>• To undertake such specific School roles and management functions as may be reasonably required by the Head of School.</li> <li>• To attend meetings convened in the School, and to participate in other committees and working groups within the School, the College and the University to which appointed or elected.</li> <li>• To participate in relevant professional activities.</li> <li>• To engage in continuous professional development, for example through participation in relevant staff development programmes.</li> <li>• To undertake, subject to the agreement of the Head of School and the University as appropriate, external commitments which reflect well upon and enhance the reputation of the University.</li> <li>• To ensure compliance with health and safety requirements in all aspects of work</li> </ul>	10





**Internal and External Relationships**

It is expected that the post holder:

- Will be available for regular contact with his/her students and possible School Direct ITE Coordinators, providing support, motivation and encouragement.
- Will liaise with schools to identify new opportunities for collaboration and partnership.
- Will attend recruitment events, representing the School of Education to promote the PGCE.

**Planning and Organising**

Teaching: The post holder will be required to plan teaching activities within the Primary PGCE curriculum on an annual basis. This will include module design, handbook preparation, course delivery, course assessment (at levels 6 and 7), marking and submission of results in line with School and University procedure.

The post holder will contribute to curriculum development through appropriate revision of module content, taking due account of student and other feedback, under the guidance of the School Learning & Teaching Committee and Head of School.

**Qualifications, Knowledge and Experience**

**Essential**

- A good first degree in a relevant subject area \*
- Significant successful primary school experience \*
- Successful experience of working with ITE students in school and/or HE \* (e.g. as school-based mentor or University tutor)
- Qualified Teacher status (UK e.g. PGCE Primary Education)\*
- Academic Teaching Qualification **or** commitment to gain the appropriate category of HEA Fellowship \*
- A higher degree e.g. MA Education, M.Ed or PhD or close to completion

**Skills, Abilities and Competencies**

**Essential**

- High level of proficiency in English, sufficient to undertake research, teaching and administrative activities utilising English Language materials and to communicate effectively with staff and students
- A clear understanding of, and a commitment to evidence based practice in ITT
- Team working skills and flexibility
- Experience of providing Continuing Professional Development courses for teachers and/or teaching related professionals or involvement in educational development at institutional, regional or national level.
- Good interpersonal skills





- Competence in IT
- A willingness to work flexibly in terms of location (i.e. away from Leicester), hours of working (e.g. some evenings and weekends) and travel (to visit students and schools) across the East Midlands region

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

### Criminal Declaration and Disclosure and Barring Service (DBS)

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.

This post is exempt from the Rehabilitation of Offenders Act 1974 because the appointee will have substantial access to young people and/or vulnerable adults. Therefore, an appointment to this post will be subject to checking through the Disclosure and Barring Service (DBS). The successful applicant for this post will, therefore, be required to give consent for the University to check and obtain appropriate clearance with the DBS for the existence and content of any criminal record in the form of an Enhanced disclosure with Child Workforce.

Information received from the DBS and the police will be kept in strict confidence and will be destroyed once the University is satisfied in this regard.

### VITAL

The University encourages all staff to live our [VITAL values](#) which are:

**Valuing People, Innovators, Together, Accountable, Leaders.**

### Equality and Diversity

We believe that equality, 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 equality 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 equality, diversity and inclusion.

