Job Title: Teaching Focused Lecturer in Sociology
Grade: 8
Salary: £39,609 to £47,722 per annum
Department: School of Media, Communication and Sociology
Hours/Contract: Full-time, permanent contract
Reference: 251

Role Purpose
Undertake teaching, research and administrative duties in line with the School’s learning and teaching, and research strategies.

Resources Managed
- Resources management: Research and contract income
- People management: PhD students and PDRAs as required

<table>
<thead>
<tr>
<th>Principal Responsibilities</th>
<th>% Time</th>
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<tbody>
<tr>
<td><strong>Teaching</strong></td>
<td>60</td>
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<tr>
<td>- Provide development of sociology curriculum for students across UG and PGT programmes</td>
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<td>- Develop academic leadership within the department, including at programme level and across your own specialist area</td>
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<td>- Develop and deliver highly effective learning and teaching (lectures, seminars, tutorials, assessments). To set exam papers/assignment questions, and carry out marking and invigilation duties</td>
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<td>- Deliver highly effective supervision and support to students e.g. for projects, dissertations etc.</td>
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<td>- To cooperate with colleagues in the review and development of the curriculum, leadership on modules and where required, design and launch of new degrees/awards</td>
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<td>- Contribute to the internationalisation of the curriculum, especially at module level</td>
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<td>- Engage in CPD to support innovation at module level in teaching delivery and/or assessment practice</td>
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<td>- Engage with scholarship and pedagogical research to underpin innovation at programme level in teaching delivery or assessment practice and to enhance student learning and experience</td>
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<td>- Seek external recognition of teaching excellence (e.g. Senior Fellowship of the HEA)</td>
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<td>- Contribute to quality assurance and enhancement at department or college level</td>
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<td>- Contribute to the development of colleagues and academic management systems</td>
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<td>- Provide pastoral care for students and carry out other related academic duties</td>
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Job Summary

Research

- Undertake postgraduate research supervision
- You will undertake study to maintain a broad knowledge of current research and scholarship in relevant fields to ensure that your teaching meets the standards expected within a research-led university
- You will work co-operatively with colleagues to gain research funding. (If you are appointed on a teaching-focused appointment in our School, then any funded research time is allocated first to your workload, adding to the total time given to you for research and scholarship)
- Where appropriate, you will contribute to building potential impact case studies, including those being prepared in other departments of the university, where engagement with schools and teachers is relevant and important

Administration

- To undertake such specific School roles and management functions as may be reasonably required by the Head of School
- To attend meetings and to participate in other committees and working groups within the School, the College, and the University
- To engage in continuing professional development
- To contribute to student recruitment and retention activities in the School and College

Internal and External Relationships

- Research Colleagues: Discussion of research and related issues and support for research and development
- Colleagues: Discussion of potential solutions to the integration of DL and CB postgraduate programmes. The provision of informal advice on issues relating to students and teaching
- Administration: Contribute to discussions on the development of administrative processes
- Head of School: Discussions concerning integration, students and other administrative issues
- Committee Member: Discussions concerning the provision of the degree course, teaching practice or research techniques

Planning and Organising

Long-term planning/organisation of work in delivery of varied aspects of the job specification. Seek guidance from Teaching and Research mentors, administrative support staff and other academic colleagues as required.
## Qualifications, Knowledge and Experience

### Essential
- Relevant degree*
- Experience in delivery of teaching to undergraduates and postgraduate*
- Experience developing a sociological curriculum*
- Experience or demonstrated understanding of teaching and supervision at postgraduate level*
- Contribution to design of modules, course and curriculums and experience of delivering innovative research informed teaching
- Academic Teaching Qualification as defined by HESA or commitment to gain the appropriate category of HEA Fellowship within a reasonable timeframe

### Desirable
- Relevant PhD

## Skills, Abilities and Competencies

### Essential
- Ability to carry out scholarly or pedagogic research to support the curriculum
- Ability to identify and secure placement or internship opportunities for students
- Ability to review, evaluate and develop the key skills of students
- Ability to assist other teaching staff with examinations and the development of new methods of delivery
- Ability to develop resource materials to enhance teaching quality
- Ability to prioritize tasks within agreed work schedules
- Ability to teach classes using a comprehensive range of delivery methods including lectures, seminars, tutoring
- 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

### Desirable
- Ability to teach classes using distance learning
- Ability to provide support to students via Blackboard
- Experience in generating industry partnerships
- Evidence of grant capture or definitive plans for grant applications

*Criteria to be used in shortlisting candidates for interview*

## 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.