Job Summary

Job Title: Lecturer in Sociology
Grade: 8
Salary: £39,609 to £48,677 per annum
Department: School of Media, Communication and Sociology
Hours/Contract: Full-time, permanent contract
Reference: 249

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>Teaching</td>
<td>40</td>
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<tr>
<td>• Provide development of sociology curriculum for students across UG and PGT programmes</td>
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<tr>
<td>• Develop academic leadership within the department, including at programme level and</td>
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<td>across your own specialist area</td>
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<td>• Develop and deliver highly effective learning and teaching (lectures, seminars,</td>
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<td>tutorials, assessments). To set exam papers/assignment questions, and carry out</td>
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<td>marking and invigilation duties</td>
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<tr>
<td>• Deliver highly effective supervision and support to students e.g. for projects,</td>
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<td>dissertations etc.</td>
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<td>• To cooperate with colleagues in the review and development of the curriculum,</td>
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<td>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</td>
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<tr>
<td>assessment practice</td>
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<tr>
<td>• Engage with scholarship and pedagogical research to underpin innovation at programme</td>
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<tr>
<td>level in teaching delivery or assessment practice and to enhance student learning and</td>
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<tr>
<td>experience</td>
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<td>• If not already obtained, seek external recognition of teaching excellence (e.g.</td>
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<td>Associate 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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</tbody>
</table>
Job Summary

Research

- You will be expected to produce research of the highest standard with best outputs internally and externally assessed as at least 3* that will contribute to the School’s high ranking research profile and at a level compatible with inclusion in future REF exercises
- Contribute to and lead the development of larger bids for external funding for research, both on a disciplinary and interdisciplinary basis, in the School and College
- To raise your external profile and that of the School by presenting research papers at academic and/or professional conferences, refereeing or reviewing publications or grant applications, and externally examining postgraduate research students
- Engage and collaborate with international networks and to publish in internationally recognized peer-reviewed journals
- Develop your impact agenda and make a meaningful contribution to impact activity within the department and college
- Undertake postgraduate research supervision

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
### Job Summary

#### Qualifications, Knowledge and Experience

**Essential**
- Relevant PhD*
- Experience in delivery of teaching to undergraduates and postgraduate*
- Contribution to design of modules, course and curriculums and experience of delivering innovative research informed teaching
- Evidence of high quality research publications in line with the REF aspirations of the School*
- Grant capture potential
- Academic Teaching Qualification as defined by HESA or commitment to gain the appropriate category of HEA Fellowship within a reasonable timeframe

**Desirable**
- Experience developing a sociological curriculum
- Experience or demonstrated understanding of teaching and supervision at postgraduate level.

#### Skills, Abilities and Competencies

**Essential**
- Ability to carry out scholarly or pedagogic research to support the curriculum
- Ability to network and collaborate at an international level
- 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 identify and secure placement or internship opportunities for students
- 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.