

## University Teacher in Economics (2 posts)

### Fixed term for 2 years

Job Ref: **REQ180565**

**As part of the University's ongoing commitment to redeployment, please note that this vacancy may be withdrawn at any stage of the recruitment process if a suitable redeployee is identified.**

### Job Description

**Job Grade:** Specialist and Supporting Academic 7

#### Job Purpose

To contribute to, develop and enhance the activities of the School through bringing direct academic, professional and vocational experience to the School's taught programmes and enterprise activities. To assist with the structure and development of teaching and enterprise activities. To provide teaching, administrative and mentoring support.

#### Job Duties

##### Learning and Teaching

- To teach undergraduate and postgraduate students and participate in associated examining and assessment processes
- To use appropriate and innovative methods and techniques in teaching and assessment
- To engage in the evaluation and development of modules for which responsible in terms of content, delivery and assessment
- To act as Responsible Examiner for specific modules and coordinate all activities relating to such modules, including Bought-in-Teachers
- To be responsible for the design and content of specific areas of teaching and learning the School's undergraduate and postgraduate programmes
- To cooperate with colleagues in the continuous review and development of the School's taught programmes and the curriculum.

##### Student Support

- To provide academic support and advice to students on modules for which responsible
- To act as a Personal Tutor to allocated students in the School
- To act as a Placement Visit Tutor to allocated students in the School

##### Scholarship and Enterprise

- To engage in scholarly activities appropriate to ensure the integration of practice with current research evidence.
- To participate in the enterprise activities of the School, including executive education

##### Other Functions

- To carry out specific administrative roles and functions as required in relation to learning and teaching, student support, and scholarship and enterprise.
- To engage in appropriate training activities as required by the School in order to discharge responsibilities and contribute to the objectives of the School

- To undertake such other duties as may be reasonably requested and that are commensurate with the nature and grade of the post.

### **Points To Note**

The purpose of this job description is to indicate the general level of duties and responsibility of the post. The detailed duties may vary from time to time without changing the general character or level of responsibility entailed.

### **Special Conditions**

All staff have a statutory responsibility to take reasonable care of themselves, others and the environment and to prevent harm by their acts or omissions. All staff are therefore required to adhere to the University's Health, Safety and Environmental Policy & Procedures.

All staff should hold a duty and commitment to observing the University's Equality & Diversity policy and procedures at all times. Duties must be carried out in accordance with relevant Equality & Diversity legislation and University policies/procedures.

Successful completion of probation will be dependent on attendance at the University's mandatory courses which include Respecting Diversity and, where appropriate, Recruitment and Selection.

### **Organisational Responsibility**

Reports to Head of Economics Discipline Group and relevant Programme Administration Managers

## Person Specification

Your application will be reviewed against the essential and desirable criteria listed below. Applicants are strongly advised to explicitly state and evidence how they meet each of the essential (and desirable) criteria in their application. Stages of assessment are as follows:

- 1 – Application
- 2 – Test/Assessment Centre/Presentation
- 3 – Interview

### Essential Criteria

Area	Criteria	Stage
Experience	Experience of teaching in the University sector	1, 2, 3
Skills and abilities	Knowledge of current pedagogical practice Ability to teach undergraduate and postgraduate students in the relevant business fields Ability to work independently and as part of a team Excellent communication skills, including writing	1, 2, 3
Training	Willingness to undertake training as appropriate	1, 3
Qualifications	Degree in relevant discipline or equivalent professional qualification	1
Other		

### Desirable Criteria

Area	Criteria	Stage
Experience	Experience of teaching in university sector, particularly post-experience teaching	1, 2, 3
Skills and abilities	Experience with e-learning	1, 3
Qualifications	Qualification in teaching or related area	1, 3
Training	Completion of recognised training programme for academic staff	1, 3

## Conditions of Service

The position is full time fixed term for 2 years. Salary will be on Specialist and Supporting Academic job family grade 7 (£39,992 - £47,22 per annum), a starting salary to be confirmed on offer of appointment.

The appointment will be subject to the University's normal Terms and Conditions of Employment for Academic and Related staff/Operational and Administrative staff, details of which can be found [here](#).

The University is committed to enabling staff to maintain a healthy work-home balance and has a number of family-friendly policies which are available at <http://www.lboro.ac.uk/services/hr/a-z/family-leave-policy-and-procedure---page.html>.

We also offer an on-campus nursery with subsidised places, subsidised places at local holiday clubs and a childcare voucher scheme (further details are available at: <http://www.lboro.ac.uk/services/hr/a-z/childcare-information---page.html>

In addition, the University is supportive, wherever possible, of flexible working arrangements. We also strive to create a culture that supports equality and celebrates diversity throughout the campus. The University holds a Bronze Athena SWAN award which recognises the importance of support for women at all stages of their academic career. For further information on Athena SWAN see <http://www.lboro.ac.uk/services/hr/athena-swan/>

## Informal Enquiries

Informal enquiries should be made to Professor Monica Giulietti, Head of Economics discipline group by email at [M.Giulietti:@lboro.ac.uk](mailto:M.Giulietti:@lboro.ac.uk)

## Applications

The closing date for receipt of applications is **12<sup>th</sup> August 2018**. Interviews will be held on **18<sup>th</sup> September 2018**.