

## University Teacher in Mathematics

REQ200339

**As part of the University's ongoing commitment to redeployment, please note that this vacancy may be withdrawn at any stage of the recruitment process if a suitable redeployee is identified.**

The Department of Mathematical Sciences within the School of Science wishes to appoint a University Teacher to support the delivery of teaching and learning to undergraduate and postgraduate students. The successful candidate will have a PhD in Mathematics or Statistics. They will support students and deliver lectures, tutorials and other teaching activities, as well as supervise projects and take part in administrative activities. The role requires the ability to teach a broad variety of undergraduate courses in mathematics.

Mathematics at Loughborough has an excellent record of teaching. Graduating students are highly employable and highly satisfied with their teaching. The Department takes around 200 new UG and PG students per year.

### Job Description

**Job Family:** Specialist and Supporting Academic Grade 6

**Job Purpose:** to support the delivery of teaching and learning, including assessment, to undergraduate and postgraduate students. The successful candidate will support students and deliver lectures, tutorials and seminars as well as supervise projects and take part in administrative activities.

#### Job Duties:

- i. To undertake, with colleagues, the continuous review and development of the School's modules, including, where necessary, keeping up to date with current research in specific areas.
- ii. To be responsible for the design and content of specific areas of teaching and learning within the School's undergraduate and postgraduate programmes.
- iii. To teach undergraduate and postgraduate students through lectures, tutorials, seminars and workshops.
- iv. To undertake necessary academic duties, i.e. supervising project writing, and marking associated with teaching within the School etc, including supervision of projects at Undergraduate and Postgraduate levels.
- v. To promote the use of a range of methods and techniques for delivering, teaching and assessing modules for which the post-holder has responsibility.
- vi. To support students and staff in laboratories.
- vii. To act as a personal tutor and advise students on academic and personal matters.
- viii. To visit students during the placement year of sandwich degree courses and complete the necessary documentation.
- ix. To engage in training programmes in the University which are consistent with the needs and aspirations of the post-holder and the School.
- x. To participate in relevant professional activities.

- xi. To co-operate fully with all School and University policies and procedures relating to research, teaching and administration.
- xii. To undertake any other duties as may be reasonably requested, which 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 the Dean of Science and Head of Mathematical Sciences.

## 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 form
- 2 – Skype conversation (if necessary)
- 3 – Visit with presentation and final selection panel.

### Essential Criteria

Experience	Experience of teaching Mathematics	1
Skills	The ability to present complex information to students with a wide variety of abilities	2,3
	The ability to design and deliver teaching and learning to undergraduate and postgraduate students	3
	The ability to supervise projects	3
	The ability to support students with their learning, including providing constructive feedback	3
	The ability to communicate clearly orally and in writing to small and large audiences	1,2,3
	The ability to work as part of a teaching team	2,3
	The ability to provide supportive counselling advice to students	3
	The ability to undertake administrative roles within the School	3
Education	A degree and a PhD (or near completion) in Mathematics or an equivalent discipline, or significant equivalent experience outside HE.	1
Qualifications	A teaching qualification or willingness to achieve this at Loughborough	1,3
Other	Commitment to the University's Equality and Diversity agenda	1,3

## Conditions

The position is full time and open ended. Salary will be on Specialist and Supporting Academic Grade 6, £30,942 - £40,322 per annum, at 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 Grade 6 and above 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/>