

## University Teacher in Mathematics (1.0FTE)

### Fixed Term

Job Ref: REQ250208

#### 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 deliver lectures and tutorials 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 and modules.
- iii. To teach students at all levels *via* lectures, seminars and tutorials.
- iv. To undertake necessary academic duties, for example, marking associated with the teaching pool and examinations.
- 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 act as a personal academic tutor and advise students on academic and personal matters.
- vii. To engage in training programmes in the University which are consistent with the needs and aspirations of the post-holder and the School.
- viii. To participate in relevant professional activities.
- ix. To co-operate fully with all School and University policies and procedures relating to research, teaching and administration.
- x. 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 the Head of Department 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 – Presentation
- 3 – Final selection panel.

There will be a shortlisting process at each stage.

### Essential Criteria

Experience	Experience of teaching Mathematics within Further and/or Higher Education.	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 foundation-level and undergraduate students	3
	The ability to supervise students in their individual project work	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 pastoral and academic support to students	3
Education	A degree and a PhD (or nearly completed) or equivalent teaching experience in Further/Higher Education in Mathematics or a related discipline.	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 of Service

The position is FULL TIME and FIXED TERM for a period of 9 months. Salary will be on Specialist and Supporting Academic Grade 6, £35,116 - £45,413 *per annum pro rata*, subject to an annual pay award, 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 Grades 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/>