

## **Associate Lecturer for Art and Design Foundation (SPH) - School of Arts and Media - Grade G**

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Job Description

### **Purpose**

To play a role in the development and delivery of modules on programmes at undergraduate level.

### **Duties**

1. Act as a module tutor for a number of identified modules under the guidance of a module leader.
2. Develop own teaching materials with assistance and support.
3. Contribute to the development of module information packs, assignments and examination questions.
4. Assess student progress and provide feedback.
5. Actively participate as a member of the teaching team.
6. Attend and contribute to relevant meetings.
7. Continue to develop own teaching and learning skills.
8. Contribute to the planning of teaching programmes.
9. Attend any associated training and development sessions.
10. With regards to the nature of your role and its impact upon our students, make an active contribution to and support the improvement of the student experience.
11. Carry out any other duties commensurate with the grade.

Person Specification

### **Knowledge, Skills, and Behaviours (Essential)**

- Relevant experience in an academic environment (Application/Interview).
- Good honours degree (or equivalent) in a relevant subject (Application/Interview).
- Postgraduate qualification or equivalent experience (Application).
- Registered for PhD (Application).
- Flexible, innovative approach to teaching (Application/Interview).
- Excellent presentation and communication skills (Application/Interview).
- Administrative precision and successful record of working to deadlines (Application/Interview).
- Proven ability to work both on own initiative and as part of team (Application/Interview).
- Ability to use IT and relevant software packages in the support of teaching and learning (Application/Interview).

- Flexibility to meet the demands of a rapidly changing educational environment (Application/Interview).
- Empathy with the University's Mission statement (Application/Interview).
- An understanding of and demonstrable commitment to the University's Values of Achieving Together, Being Proud, Creating Opportunity and Supporting All, as a framework for decisions, actions and behaviours (Application/Interview).

### **Knowledge, Skills, and Behaviours (Desirable)**

- Experience of developing teaching and learning resources (Application/Interview).
- Demonstration of academic or professional development to support teaching activities (Application/Interview).
- PhD or near completion in relevant area (Application).
- Experience in the delivery of teaching and learning activities to undergraduate students (Application/Interview).
- Commitment to continued professional development (Application/Interview).