



<b>Lecturer</b>	
<b>Job Title:</b>	Lecturer in Psychology
<b>Reference No:</b>	0312-19
<b>Reports to:</b>	Principal Lecturer - Team Leader Undergraduate Psychology
<b>Responsible For:</b>	N/A
<b>Grade:</b>	Grade E
<b>Working Hours:</b>	37 hours per week for nominal purposes
<b>Faculty/Service:</b>	Faculty of Health Sciences & Wellbeing
<b>Location:</b>	Helen McArdle, City Campus
<b>Main Purpose of Role:</b>	<ul style="list-style-type: none"> <li>In a developing capacity make a significant contribution to the development and delivery of undergraduate and postgraduate modules across our portfolio within the School of Psychology.</li> <li>Develop internal and external collaborations to support development of research and enterprise activity and opportunities for delivery of Continuing Professional Development courses. Engage in research that will strengthen future REF submissions and compliments our Health and Wellbeing theme.</li> </ul>
<b>Key Responsibilities and Accountabilities:</b>	<p>Faculty Specific:</p> <ul style="list-style-type: none"> <li>In a developing capacity undertake teaching, assessment and support of learning across a range of modules within undergraduate and postgraduate programmes both on campus, off campus through transnational delivery and online delivery. This will include progression to Module Leadership responsibilities with appropriate support.</li> <li>Take an integrated approach to the design and delivery of material across the core areas of Psychology.</li> <li>Undertake a flexible and reflective approach to learning and teaching, identifying and exploring opportunities for innovation as appropriate.</li> <li>Develop and implement a personal research and / or external engagement plan that will ideally be aligned with our growing portfolio.</li> <li>Effectively support students through the role as a personal tutor.</li> <li>Undertake appropriate programme administrative activities as agreed with your Team Leader.</li> </ul>
<b>Special Circumstances:</b>	
<b>Part 1 B:</b>	<p><b>Generic to all Lecturer roles:</b></p> <p>Individuals carry out a range of duties and have responsibility taken from the following. Whilst it is not anticipated that all of the activities listed below will be covered by one individual, it is expected that over time all individuals will</p>

**make a balanced contribution to the three areas of academic activity (research, teaching and learning and reach-out).**

### **Academic Practice**

- Agree and manage own teaching, research, reach-out and academic management/administration responsibilities, with guidance from a mentor if required.
- Teach as a member of a teaching team in a developing capacity within an established programme of study.
- Teach in a developing capacity in a variety of settings from small group tutorials to large lectures.
- Transfer knowledge in the form of practical skills, methods and techniques.
- Identify learning needs of students and define appropriate learning objectives.
- Ensure that content, methods of delivery and learning materials will meet the defined learning objectives.
- Develop own teaching materials, methods and approaches with guidance.
- Develop the skills of applying appropriate approaches to teaching, challenge thinking, foster debate and develop the ability of students to engage in critical discourse and rational thinking.
- Supervise the work of students, provide advice on study skills and help them with learning problems.
- Select appropriate assessment instruments and criteria, assess the work and progress of students by reference to the criteria and provide constructive feedback to students.
- Seek ways of improving performance by reflecting on teaching design and delivery and obtaining and analysing feedback, including peer review of teaching.-
- Develop and implement personal research and reach-out plans.
- Conduct individual and/or collaborative research and reach-out projects.
- Contribute to writing proposals for external funding for research and/or reach-out activities and contribute to the subsequent delivery of projects that are funded.
- Disseminate the outcomes of research and/or reach-out through publication, presentation or exhibition.
- Continually update knowledge and understanding at the forefront of the academic discipline and, if appropriate, also at the forefront of the relevant area of professional practice.
- Translate knowledge of advances in the subject area or professional practice into the course of study.

### **Communication**

- Communicate complex ideas and information clearly and effectively (orally, in writing and electronically) and encourage in others commitment to learn.

### **Liaison and Networking**

- Liaise with colleagues/students and participate in internal networks.
- Join external subject/research networks to share information and ideas.

### **Managing People**

- May supervise post-graduate students or researchers or other grant-funded staff.

### **Teamwork**

- Collaborate with academic colleagues as appropriate.
- Attend and contribute to subject group and team meetings.
- Contribute to effective management of the Academic Area by performing duties outside of immediate academic practice, as agreed with the staff team leader or Head of School.

### **Pastoral Care**

- Use listening, interpersonal and pastoral care skills to deal with sensitive issues concerning students and provide support.
- Appreciate the needs of individual students and their circumstances.
- Act as personal tutor, giving first line support.
- Refer students as appropriate to services providing further help.

### **Initiative, Problem Solving and Decision Making**

- Develop initiative, creativity and judgment in teaching and learning, research and reach-out activities.
- Respond to pedagogical and practical challenges.
- Contribute to collaborative decision making with colleagues.
- Comply with the University's expectation of an individual member of academic staff in relation to their own self-monitoring, continuing professional development and self-regulation.

### **Planning and Managing Resources**

- Use teaching and research resources, laboratories and workshops as appropriate.
- Act as module leader and manage personal administrative tasks including contributing to the planning of delivery of taught programmes, research student programmes, research projects and other projects as relevant so as to contribute to quality enhancement in all areas of academic activity.

### **Sensory, Physical and Emotional Demands**

- Sensory and physical demands will vary from relatively light to a high level depending on the discipline and the type of work and will involve carrying out tasks that require the learning of certain skills.
- Balance, with help, the competing pressures of teaching, research, reach-out, academic management/administrative demands and deadlines.

### **Work Environment**

- Is required to be aware of the risks in the work environment and their potential impact on their own work and that of others.
- Adhere to academic governance, equality and diversity, relevant health and safety and risk management requirements.



#### Part 2A: Essential and Desirable Criteria

These criteria are assessed at the short listing stage.

The essential criteria must be met in order to be eligible for interview.

##### ***Essential***

###### **Qualifications and Professional Memberships:**

- Degree in Psychology or equivalent professional qualification.
- Graduate Basis for Chartership with the British Psychological Society.
- Ph.D. (or equivalent) in Psychology (or related discipline) or near completion (submitted thesis).

###### **Experience:**

- Proven experience of effectively delivering related teaching and assessment activities in a developing capacity within a Higher Education context.
- Proven experience of designing and conducting individual and collaborative research and preparing outcomes for publication in a developing capacity.
- Demonstrable experience of undertaking supervision of student projects.

##### ***Desirable***

###### **Qualifications and Professional Memberships:**

- Member of the British Psychological Society.
- Higher Education teaching qualification (e.g. PG Cert)
- Higher Education Academy Fellowship status.

###### **Experience:**

- Proven experience of innovation in learning, teaching and assessment.
- Demonstrable experience of active collaboration with non-HE organisations (e.g. NHS, industry or third sector)
- Proven experience of working with qualitative research methods.

###### **Key Knowledge and Expertise:**

- Proven expertise aligned with our growing portfolio; Forensic Psychology, Psychology within a Clinical Setting, Cyber Psychology or Psychosexual/Evolutionary Psychology.
- Awareness of current trends within the field of Psychology.

	<ul style="list-style-type: none"> <li>• Potential to combine research, external engagement and teaching effectively.</li> </ul>
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<b>Special Circumstances:</b>	<p><b>Achievement of HEA Fellowship</b></p> <p>Lecturers without Higher Education Academy Fellowship status will be expected to achieve Fellowship within two years of commencing their role.</p> <p><b>Academic staff progression from Lecturer to Senior Lecturer:</b></p> <p>There is also an expectation that staff appointed to the Lecturer Role Profile will have the opportunity to develop the role and take on the duties and responsibilities of the Senior Lecturer role. The process for progression from the Lecturer to Senior Lecturer role is outlined in the Academic Staff Progression guidelines document.</p>
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## Part 2B: Key Competencies

<b>Competencies are assessed at the interview/selection testing stage</b>	<p><b>Key Knowledge and Expertise (generic):</b></p> <ul style="list-style-type: none"> <li>• Possess sufficient breadth or depth of specialist knowledge in the discipline to work within established teaching, research and reach-out programmes.</li> <li>• Engage in continuous professional development.</li> <li>• Possess the qualities and transferable skills necessary for the exercise of personal responsibility and largely autonomous initiative in complex and unpredictable situations, in professional or equivalent environments.</li> </ul>
	<p><b>Analysis and Research:</b></p> <ul style="list-style-type: none"> <li>• Gathers data rigorously and conducts robust analysis, questioning assumptions and existing knowledge.</li> <li>• Develops hypotheses and concepts to explain data, events and phenomena.</li> <li>• Reports findings to wider community and is able to withstand challenge by relying on evidence gathered and processes used for analysis.</li> </ul>
	<p><b>Communication:</b></p> <p><b>Oral</b></p> <ul style="list-style-type: none"> <li>• Summarises and interprets complex, conceptual and special matters to aid others' understanding and aimed at their needs.</li> <li>• Uses appropriate styles and arguments to influence and negotiate satisfactory outcomes.</li> <li>• Monitors understanding of others, develops approach and takes corrective action if required.</li> </ul> <p><b>Written</b></p> <ul style="list-style-type: none"> <li>• Conveys information of a complex, conceptual and specialist nature using a range of styles and media selected to meet the needs of others.</li> <li>• Presents complex information in formats appropriate to non-specialists without comprising meaning.</li> <li>• Monitors the reactions of others and takes appropriate steps to remedy any miscommunications.</li> </ul>
	<p><b>Decision Making:</b></p> <p><b>Independent decisions</b></p> <ul style="list-style-type: none"> <li>• Considers wider impact of decisions, assesses possible outcomes and their likelihood.</li> <li>• Uses judgment to make decisions with limited or ambiguous data and takes account of multiple factors.</li> <li>• Distinguishes between the need to make a decision, when to defer and when not to take a decision.</li> </ul>

**Collaborative decisions**

- Helps others to explore options that initially appear to be inappropriate or unfeasible and recognise when a decision is or is not needed.
- Enables others to contribute to decisions.
- Ensures that options are weighed, outcomes identified and chances of success considered.
- Challenges decisions, appropriately to ensure consideration and processes are robust.

**Contribute to the decision making of others**

- Anticipates and highlights issues that need to be taken into account.
- Outlines possible impacting factors, assessing their degree of influence on the choice of options.
- Ensures previous learning is included.

**Initiative and Problem Solving:**

- Analyses problems to identify their cause.
- Takes action to prevent recurrence of problems.
- Considers possible solutions to identify those which offer wider benefits.
- Obtains evidence to support intuition.

**Pastoral Care and Welfare:**

- Calms and reassures those in distress.
- Deals with difficult situations or confidential matters, according to policy and procedures.
- Involves others or refers elsewhere for assistance if the situation becomes more complex and if additional help or information is required.

**Service Delivery:**

- Adapts services and systems to meet customers' needs and identifies ways of improving standards.
- Learns from complaints and takes action to resolve them.
- Collates feedback and views from customers and keeps up-to-date with market trends to inform service development and make changes.
- Actively promotes services.

**Teaching and Learning Support:**

- Contributes to the long term planning and development of learning programmes.
- Continuously reviews areas identified for improvement and develops content and delivery methods, learning support and assessment mechanisms.
- Mentors other staff outside the immediate work team.
- Reflects on own and others practice and develops insights into the learning process.

**Teamwork and Motivation:**

- Helps to clarify priorities and ensure they are understood by all.
- Supports colleagues in need of extra help.
- Monitors progress and takes appropriate action to deal with difficulties or slippage.

**Date Completed:**

January 2019