

# Job Description & Person Specification

Academic and Research roles

## JOB DESCRIPTION

<b>Job title</b>	Lecturer in Collaborative Health & Social Care
<b>School/Department</b>	School of Health and Life Sciences
<b>Division (if applicable)</b>	Biological Sciences & Health
<b>Programme (if applicable)</b>	Collaborative Health & Social Care
<b>Location</b>	Paisley
<b>Reporting to</b>	Elaine Stevens
<b>UWS grade</b>	AC2
<b>FTE</b>	1.0 (Fixed Term)

### Job summary

<p>Contribute to the enhancement of the student experience. Support the delivery of the undergraduate and postgraduate programmes in the Division of Biological Sciences and Health, as well as contributing to the wider educational portfolio through subject specialism (Health and Care).</p> <p>The postholder will commence in a mentored capacity, and be supported to develop in their University teaching and research career. Teaching will primarily focus on the delivery of established modules and the postholder will be supported to engage in teaching methods and assessment strategies to support student learning, and HE teaching proficiency, reflective of best practice.</p>
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### People & finance responsibilities

<b>People</b>	<ul style="list-style-type: none"> <li>There are no people management responsibilities with this post</li> </ul>
<b>Finance</b>	<ul style="list-style-type: none"> <li>There are no budgetary responsibilities for this post.</li> </ul>

### Key activities

<p><b><u>Teaching and Learning</u></b></p> <ul style="list-style-type: none"> <li>Teach as a member of a teaching team, in a developing capacity within a clear and established programme(s), with the support of a mentor if required.</li> <li>Identify learning needs of students to support the achievement of defined learning objectives.</li> <li>Deliver module content to support the achievement of defined learning objectives</li> <li>May be expected to coordinate specific academic modules</li> <li>Make use, with guidance where required, of appropriate assessment instruments and criteria to assess the work and progress of students, and provide constructive feedback to students.</li> <li>Develop own teaching materials, methods and approaches across different teaching and learning environments (including theory and practice), to support module delivery.</li> <li>Challenge thinking, foster debate and develop the ability to engage in critical discourse and rational thinking.</li> </ul>
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- Provide academic and pastoral support to students, including the provision of study skills advice.
- Provide relevant support to students in practice learning environments.
- Supervise the work of students, where applicable. This may include supervision of taught project and practical work and advising students on independent study techniques.
- Seek ways of improving performance by reflecting on teaching design and delivery and feedback, as part of a module and/or programme team.

### **Research and Enterprise**

- Develop research objectives and proposals for own or joint research, with the assistance of a mentor if required.
- Conduct individual and collaborative research projects.
- Continually update knowledge and understanding in field or specialism.
- Translate knowledge of advances in the subject area into the course of study.

## **Job scope**

<b>Planning and organising</b>	<ul style="list-style-type: none"> <li>• Through annual appraisal processes/ activity planning, plan and manage workload and teaching commitment to support module delivery, under the guidance of a mentor if required.</li> <li>• Balance teaching, research and administrative demands and deadlines, with support and advice as required.</li> </ul>
<b>Decision making</b>	<ul style="list-style-type: none"> <li>• Develop initiative, creativity and judgement in applying appropriate approaches to teaching and learning support and research activities.</li> <li>• Share responsibility in deciding how to deliver modules and assess students.</li> <li>• Contribute to collaborative decision making with colleagues on academic content, and on the assessment of students' work.</li> </ul>
<b>Working relationships – <i>Liaison and Networking</i></b>	<ul style="list-style-type: none"> <li>• Make internal contacts to develop knowledge and understanding and form relationships for future collaborations.</li> <li>• Take part in relevant internal committees and working groups.</li> <li>• Join external networks to share information and ideas.</li> </ul>
<b>Working relationships – <i>Communication</i></b>	<ul style="list-style-type: none"> <li>• Deal with routine information using a range of media.</li> <li>• Communicate complex Information, orally, in writing and electronically.</li> <li>• Prepare proposals and applications to external bodies, e.g. for funding purposes.</li> <li>• Communicate material of a specialist or highly technical nature.</li> </ul>
<b>Working relationships – <i>Teamwork</i></b>	<ul style="list-style-type: none"> <li>• Contribute to collaborative decision making with colleagues on academic content, delivery and assessment of students' work.</li> <li>• Collaborate with colleagues on development of research activity.</li> <li>• Contribute to school and subject group meetings.</li> </ul>
<b>Working relationships – <i>Pastoral Care</i></b>	<ul style="list-style-type: none"> <li>• Act as a mentor for students in capacity of personal tutor, and as Academic Assessor if/when NMC requirements are met.</li> <li>• Engage the interest and enthusiasm of students and encourage them to learn.</li> </ul>

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|  | <ul style="list-style-type: none"><li>• Appreciate the needs of individual students and their circumstances, through use of listening, interpersonal and pastoral care skills to deal with sensitive issues, referring students to appropriate services for further help as necessary.</li></ul> |
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# PERSON SPECIFICATION

## Qualifications

			Evidence A = Application I = Interview
Essential	QE1	<ul style="list-style-type: none"> <li>Masters/PG degree in health and social care or related subject</li> </ul>	A
Desirable	QD1 QD2 QD3	<ul style="list-style-type: none"> <li>Doctoral Qualification (or working towards)</li> <li>Post graduate teaching qualification</li> <li>HEA Fellowship</li> </ul>	A A A

## Experience

			Evidence A = Application I = Interview
Essential	EE1  EE2	<ul style="list-style-type: none"> <li>Sufficient breadth or depth of specialist knowledge and experience in the discipline to maintain ability to work within established teaching programmes.</li> <li>Support for learners in health and social care environments.</li> <li>Team-working skills.</li> </ul>	A  A A
Desirable	ED1	<ul style="list-style-type: none"> <li>Engage in continuous professional development and knowledge transfer at an individual and Institutional level.</li> </ul>	A

## Skills

			Evidence A = Application I = Interview
Essential	SE1 SE2 SE3	<ul style="list-style-type: none"> <li>Familiarity with a variety of strategies to promote and assess learning.</li> <li>Appropriate IT skills for effective teaching / research and administrative contributions.</li> <li>Ability to demonstrate up to date knowledge in field or specialism.</li> </ul>	A A I
Desirable	SD1	<ul style="list-style-type: none"> <li>Developing research, teaching or consulting skills including quantitative/qualitative methods.</li> </ul>	I

## Knowledge

			Evidence A = Application I = Interview
Essential	KE1	<ul style="list-style-type: none"> <li>Knowledge of contemporary health and social care practice</li> </ul>	A

	<b>KE2</b>	<ul style="list-style-type: none"> <li>• Understand equality and diversity issues as they may impact on research/academic content and issues relating to student need.</li> <li>• Understand and adhere to Health &amp; Safety procedures and minimise risk to others through knowledge of such procedures, seeking advice where required.</li> </ul>	I
<b>Desirable</b>	<b>KD1</b>	<ul style="list-style-type: none"> <li>• Keep up to date with developments in the subject area by maintaining an acceptable level of research/practice in order to contribute to the development of undergraduate and postgraduate teaching and research materials</li> </ul>	I

## Behaviours

			<b>Evidence</b> A = Application I = Interview
<b>Essential</b>	<b>BE1</b> <b>BE2</b>	<ul style="list-style-type: none"> <li>• Excellent communication and interpersonal skills</li> <li>• Evidence of ability to work on own initiative</li> </ul>	I I
<b>Desirable</b>	<b>BD1</b>	<ul style="list-style-type: none"> <li>• Flexibility in working hours and campus location</li> </ul>	I

<b>Created/Updated (mm/yy):</b>	<b>9 Jan 2025</b>
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