

## JOB DESCRIPTION

<b>JOB TITLE</b>	<b>Associate Lecturer in Children and Young People</b>		
<b>COLLEGE</b>	<b>College of Arts, Humanities and Education</b>		
<b>LOCATION</b>	<b>West Nottinghamshire College, Derby Road, Mansfield</b>		
<b>JOB NUMBER</b>	<b>0203-20</b>	<b>SALARY</b>	<b>£35.98 per hour</b>
<b>REPORTS TO</b>	<b>Collaborative Partnerships Manager</b>		

### Role Summary

To provide support on a specified module or modules, including the preparation and delivery of Lectures, Workshops and Practical Sessions.

### Principal Accountabilities

Duties may include any of the following:

1. Formal scheduled delivery of Teaching, Lectures or Workshops
2. Preparation of teaching materials required in the delivery of the above
3. Preparation of Reading Lists
4. Responsibility for keeping of University records, reports or returns as appropriate including marks and notes are submitted to the module leader for assessment boards.
5. Contribution to assessment design as appropriate
6. Marking, moderation and electronic submission of marks as required
7. Supervision of practical work
8. Responsibility for tutorials
9. Student Support
10. Independent Studies supervision
11. Attendance at the following Boards/Meetings, where it is appropriate and where they can be arranged to fit in with other commitments:

- Development meetings
- Probation and Development Review
- Programme Committees and Subject/Team Meetings
- Any relevant meetings associated with internal and/or external periodic scrutiny such as QAA

12. To comply with the requirements of Health & Safety, other relevant legislation and University documentation.

## Person Specification

### 1. Essential Criteria

#### Qualifications

- A first degree in a discipline appropriate to the discipline being taught or equivalent professional experience

#### Experience

- Experience of working in an industry-related to the discipline being taught

#### Skills, knowledge and abilities

- Ability to teach at the appropriate level
- Ability to relate theory to practice
- Ability to work to deadlines
- Working independently and as part of a team
- Good presentation skills
- An appropriate level of digital capability and aptitude.

#### Business requirements

- Actual hours and days will be described in a schedule of work
- Ability to work evenings
- Ability to travel between sites in a timely and cost effective manner

### 2. Desirable Criteria

#### Qualifications

- Teaching qualification

#### Experience

- Experience of teaching 18+ students in an HE context including small group facilitation

### **Benefits**

As well as competitive pay scales, we offer generous holiday entitlement. We also offer opportunities for further salary progression based on performance, and the opportunity to join a contributory pension scheme.

For more information on the benefits of working at the University of Derby go to

<https://jobs.derby.ac.uk/display.aspx?id=1912&pid=0&tabId=230>