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**JOB DESCRIPTION**

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| Post title: | **Lecturer** | | |
| Academic Unit/Service: | Psychology | | |
| Faculty: | **Faculty of Environmental & Life Sciences** | | |
| Career Pathway: | Education, Research and Enterprise (ERE) | Level: | 5 |
| \*ERE category: | Balanced portfolio | | |
| Posts responsible to: | Head of School | | |
| Posts responsible for: |  | | |
| Post base: | Office-based | | |

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| Job purpose |
| To undertake research in line with the School’s research strategy,  To teach at undergraduate and postgraduate level  To undertake leadership, management and engagement activities. |

| Key accountabilities/primary responsibilities | | % Time |
| --- | --- | --- |
|  | Develop the research activities of the School by sustaining a personal research plan. Manage the application of a range of research methodologies, approaches and techniques appropriate to the type of research being pursued. Develop innovative research grant proposals, either alone or in collaboration with other staff. | 40 % |
|  | Support the teaching objectives of the School by developing and managing a range of contributions to its learning and teaching activities. Deliver teaching of the highest quality across a range of modules and to all levels, through lectures, tutorials, practical classes, seminars and provide the supervision of student research projects. Set and mark coursework and exams, providing constructive feedback to students. | 40 % |
|  | Contribute to the efficient management and administration of the School by performing personal administrative duties as allocated by the Head and by taking on appropriate School coordination roles. | 15% |
|  | Any other duties as allocated by the line manager following consultation with the post holder. | 5 % |

| Internal and external relationships |
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| Membership of School Boards/Committees relevant to their administrative duties.  New appointees will be assigned a senior colleague to guide their development and aid their integration into the School, Faculty and University.  Research priorities will be agreed within the strategic framework of the research theme of which they are a member.  Teaching and administrative duties will be allocated by the Head of School, within the context of the teaching programmes agreed by the School. |

| Special Requirements |
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| To attend national and international conferences for the purpose of disseminating research results. |

**PERSON SPECIFICATION**

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| Criteria | Essential | Desirable | How to be assessed |
| Qualifications, knowledge and experience | PhD or equivalent professional qualifications and experience in Psychology.  Track record of development and delivery of teaching at undergraduate and postgraduate level. Demonstrated success in delivering learning outcomes.  Growing and consistent national reputation in research in psychology or related discipline, including track record of significant independent contribution to high impact publications  Teaching qualification (PCAP or equivalent). | Membership of Higher Education Academy. |  |
| Planning and organising | Ability to plan and develop a range of high quality research and teaching activities, ensuring plans complement broader research and education strategy.  Ability to plan, manage, organise and assess own teaching contributions.  Ability to develop innovative research proposals and attract research funding. |  |  |
| Problem solving and initiative | Able to apply originality in modifying existing approaches to solve problems. |  |  |
| Management and teamwork | Ability to manage and deliver own course units and team-taught course units.  Ability to coach and support students/tutorial groups.  Able to undertake coordinating role in School/University.  Work effectively in a team, understanding the strengths and weaknesses of others to help teamwork development. | Able to provide expert guidance to colleagues in own team, other work areas and institutions to develop understanding and resolve complex problems |  |
| Communicating and influencing | Communicate new and complex information effectively, both verbally and in writing, engaging the interest and enthusiasm of the target audience.  Track record of delivering lectures and seminars in courses relating to different aspects of subject area  Track record of presenting research results at group meetings and conferences.  Able to engage pastoral care, where appropriate.  Able to persuade and influence at all levels in order to foster and maintain positive relationships. |  |  |
| Other skills and behaviours | Understanding of relevant Health & Safety issues.  Positive attitude to colleagues and students. |  |  |
| Special requirements | Able to attend national and international conferences to present research results. |  |  |

**JOB HAZARD ANALYSIS**

**Is this an office-based post?**

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| Yes | If this post is an office-based job with routine office hazards (eg: use of VDU), no further information needs to be supplied. Do not complete the section below. |
| No | If this post is not office-based or has some hazards other than routine office (eg: more than use of VDU) please complete the analysis below.  Hiring managers are asked to complete this section as accurately as possible to ensure the safety of the post-holder. |

## - HR will send a full PEHQ to all applicants for this position. Please note, if full health clearance is required for a role, this will apply to all individuals, including existing members of staff.

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| **ENVIRONMENTAL EXPOSURES** | **Occasionally**  (<30% of time) | **Frequently**  (30-60% of time) | **Constantly**  (> 60% of time) |
| Outside work |  |  |  |
| Extremes of temperature (eg: fridge/ furnace) |  |  |  |
| ## Potential for exposure to body fluids |  |  |  |
| ## Noise (greater than 80 dba - 8 hrs twa) |  |  |  |
| ## Exposure to hazardous substances (eg: solvents, liquids, dust, fumes, biohazards). Specify below: |  |  |  |
| Frequent hand washing |  |  |  |
| Ionising radiation |  |  |  |
| **EQUIPMENT/TOOLS/MACHINES USED** | | | |
| ## Food handling |  |  |  |
| ## Driving university vehicles(eg: car/van/LGV/PCV) |  |  |  |
| ## Use of latex gloves (prohibited unless specific clinical necessity) |  |  |  |
| ## Vibrating tools (eg: strimmers, hammer drill, lawnmowers) |  |  |  |
| **PHYSICAL ABILITIES** | | | |
| Load manual handling |  |  |  |
| Repetitive crouching/kneeling/stooping |  |  |  |
| Repetitive pulling/pushing |  |  |  |
| Repetitive lifting |  |  |  |
| Standing for prolonged periods |  |  |  |
| Repetitive climbing (ie: steps, stools, ladders, stairs) |  |  |  |
| Fine motor grips (eg: pipetting) |  |  |  |
| Gross motor grips |  |  |  |
| Repetitive reaching below shoulder height |  |  |  |
| Repetitive reaching at shoulder height |  |  |  |
| Repetitive reaching above shoulder height |  |  |  |
| **PSYCHOSOCIAL ISSUES** | | | |
| Face to face contact with public |  |  |  |
| Lone working |  |  |  |
| ## Shift work/night work/on call duties |  |  |  |