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| Last updated: | September 2023 |

**JOB DESCRIPTION**

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| Post title: | **Lecturer in Law** |
| Standard Occupation Code: (UKVI SOC CODE) | 2311- Higher education teaching professionals |
| School/Department: | Southampton Law School |
| Faculty: | Social Sciences |
| Career Pathway: | Education, Research and Enterprise (ERE) | Level: | 4 |
| \*ERE category: | Balanced portfolio |
| Posts responsible to: | Head of School |
| Posts responsible for: | None |
| Post base: | Office-based (see job hazard analysis) |

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| Job purpose |
| To undertake high quality legal scholarship in line with Southampton Law School’s research strategy, to deliver high quality legal education at undergraduate and postgraduate level, and to undertake leadership, management and engagement activities as an active member of the Law School. |

| Key accountabilities/primary responsibilities | % Time |
| --- | --- |
|  | Support and develop the research activities of the Law School by:* Developing and carrying out an area of personal research by sustaining a personal research plan
* Disseminating research findings in peer-reviewed journals, presenting results at conferences and other outreach activities
* Ensure the timely completion of a PhD
* Active participation in relevant research centre
* Participating in the mentorship programme of the School
 | 40% |
|  | Support and develop the teaching objectives of the Law School:* Undertaking teaching activities at undergraduate and postgraduate level
* Directly supervising students, providing expert advice on learning best practice, and helping with learning problems. Promote the use of appropriate media to support student learning. Set and mark coursework and exams, providing constructive feedback to students.
* Working to build the student community and experience.
 | 40% |
|  | Contribute to the efficient management and administration of the Law School by:* Performing personal administrative duties as allocated by the Head of School e.g. library representative, year tutor, exchange programme coordinator etc.
* Supporting the School’s recruitment activities, as appropriate
 | 20% |

| Internal and external relationships |
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| Member of the School/Department Board, Examination Board and of such School/Department 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/Department 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/Department, within the context of the teaching programmes agreed by the School/Department Learning and Teaching Committee. |

| Special Requirements |
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| To attend national and international conferences for the purpose of disseminating research results. To be available to participate in residential fieldwork, in the UK or overseas, according to own area of subject specialism. A normal expectation would be of one such course per annum. |

**PERSON SPECIFICATION**

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| Criteria | Essential | Desirable | How to be assessed |
| Qualifications, knowledge and experience | LLB or equivalentRegistered for PhD in LawSpecialisation in Remedies in Contract and Tort, Contract Law and/or Criminal Law.Developing national reputation in Law Record of development and delivery of teaching at undergraduate and/or postgraduate level.  Proven ability and willingness to teach in the core legal subjects and to offer flexibility across the curriculumDeveloping record of published research. | LLB from a common law jurisdictionTeaching qualification (PCAP or equivalent)Membership of Higher Education Academy |  |
| Planning and organising | Able to organise own research activities to deadline and quality standardsAble to plan, manage, organise and assess own teaching contributions | Able to contribute to the design of course units, curriculum development and new teaching approaches in the School/Department |  |
| Problem solving and initiative | Able to develop understanding of complex problems and apply in-depth knowledge to address themAble to develop original techniques/methods |  |  |
| Management and teamwork | Able to manage and deliver own course units and contribute to team-taught course units Able to directly supervise work of studentsAble to contribute to School/Department management and administrative processesWork effectively in a team, understanding the strengths and weaknesses of others to help teamwork developmentAbility to contribute to Law School management and administrative processes. | Able to supervise work of junior research staff, delegating effectively |  |
| Communicating and influencing | Communicate new and complex information effectively, both verbally and in writing, engaging the interest and enthusiasm of the target audienceTrack record of presenting research results at group meetings and conferencesTrack record of delivering lectures and seminars in courses relating to different aspects of (subject area)Able to engage counselling skills and pastoral care, where appropriateAble to persuade and influence at all levels in order to foster and maintain relationships, resolving tensions/difficulties as they arise | Able to provide expert guidance to colleagues in own team, other work areas and institutions to develop understanding and resolve complex problems |  |
| Other skills and behaviours | Understanding of relevant Health & Safety issuesPositive attitude to colleagues and students |  |  |
| Special requirements | Able to attend national and international conferences to present research resultsAble to contribute to the activities of a relevant research centreAble to contribute to the recruitment activities of the School, including international recruitment, as appropriate |  |  |

**JOB HAZARD ANALYSIS**

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

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| [x]  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 | X |  |  |
| Repetitive crouching/kneeling/stooping |  |  |  |
| Repetitive pulling/pushing |  |  |  |
| Repetitive lifting |  |  |  |
| Standing for prolonged periods |  | X |  |
| Repetitive climbing (ie: steps, stools, ladders, stairs) | X |  |  |
| 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 |  |  | X |
| Lone working | X |  |  |
| ## Shift work/night work/on call duties  |  |  |  |