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| **Addendum**  This document provides additional information relating to both specific aspects of the post/faculty and any post specific person specification criteria. The information contained within this document should always be read in conjunction with the accompanying generic Role Profile. | | |
| **Job Title:** | Lecturer A - German (1.0 permanent) | |
| **Background Information/Relationships**  We are seeking to appoint a Lecturer (A) in German (1.0 FTE) to teach on and contribute to the administration of UG Language programmes.  The successful candidate will be able to provide teaching and administrative support to the Languages team across the different programmes and will be expected to take on PTY (Professional Training Year) coordination for students of German. This involves liaising with the Senior PTY tutor, placement providers and students; visiting students on placement and coordinating visits. The successful candidate will also have personal tutoring responsibility for about 15 students.  Teaching will be at undergraduate only, focusing on ab initio and post-A Level language modules, including an advanced final-year proficiency module and a culture-focused second year module. Most of the teaching will be delivered in the target language.  The post holder will need to meet the standard requirements for Lecturer A (teaching focused), and in addition to have native or near-native fluency in German. Language proficiency will be assessed during the interview.  This is a permanent post to replace the current Teaching Fellow A, Sara Nazar, who has recently resigned.  Preferably, applicants should possess a PhD in German, or at least a Master’s degree or appropriate equivalent professional qualification. A Teaching Qualification e.g. Postgraduate Certificate in Learning and Teaching in HE or equivalent is desirable. | | |
| **Person Specification**  This section describes the sum total of knowledge, experience & competence required by the post holder that is necessary for standard acceptable performance in carrying out this role. This is in addition to the criteria contained within the accompanying generic Role Profile. | | |
|  | | **Essential/ Desirable** |
| PhD level qualification | | D |
| Master’s level qualification | | E |
| Experience of teaching Modern Languages at undergraduate level | | E |
| Excellent verbal and written communication skills and ability to interact with people from a variety of educational and cultural backgrounds | | E |
| Good organisational skills | | E |
| Good at working as part of a team | | E |
| Fluency in German | | E |
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| **Special Requirements** | | **Essential/ Desirable** |
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| **Key Responsibilities**  This document is not designed to be a list of all tasks undertaken but an outline record of any faculty/post specific responsibilities (5 to 8 maximum). This should be read in conjunction with those contained within the accompanying generic Role Profile. | | |
| 1. Teach German at undergraduate level and at non-degree (Global Graduate Award, Evening Language Classes) level 2. Support the administration and management of undergraduate and non-degree programmes 3. Supervise undergraduate dissertations 4. Take part in the pedagogical culture of the school and the language-learning community in the school   **N.B. The above list is not exhaustive**. | | |