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| **Post Details** | **Last Updated: July 2023** | |
| **Faculty/Administrative/Service Department:** | Faculty of Health & Medical Sciences  School of Health Sciences | |
| **Job Title:** | Lecturer (Teaching) | |
| **Job Family & Job Level** | Research and Teaching | 5 |
| **Responsible to:** | Lead Midwife for Education | |
| **Responsible for:** | Teaching in the Department or School.  May supervise other staff. | |
| **Job Summary and Purpose**  To have significant input to the teaching at undergraduate and postgraduate level.  To participate in appropriate level of Faculty/Department management and administration.  Duties may be carried out with the guidance of a mentor, if required. | | |
| **Main Responsibilities and Activities** | | |
| **Teaching delivery and development**:  Develop teaching methods, materials, technologies and learning environments which enhance the students’ learning opportunities whilst creating an environment for understanding and enthusiasm amongst students.  Assist in the development of curricula and lead on programme and course innovations whilst taking responsibility for the quality of programmes developed.  Plan, deliver and critically review a range of teaching and learning activities including lectures. Contribute to the development of the Faculty's Teaching and Learning Strategy.  Develop and apply innovative and relevant teaching, learning and assessment techniques including peer review and other recognised metrics.  Develop appropriate criteria for the assessment of programmes of work, practical sessions, fieldwork and examinations in subject specialism, and provide appropriate protocols for excellent feedback to students.  Continually update knowledge and understanding in subject specialism and apply to course of study.  Extend transform and apply new knowledge from pedagogic developments to teaching and appropriate external activities as part of an integrated approach to academic practice.  Engage in professional and pedagogical research to support subject specialism teaching and learning activities.  Conduct individual or collaborative projects related to discipline or pedagogy.  Maintain and develop professional expertise and registration requirements with appropriate professional body under the guidance of a senior colleague.  **Student pastoral care**  Develop and use pastoral care skills to support the academic development of students and ensure a good student experience.  Act as personal tutor and give first line support before referring students on to appropriate services.  **Management and administration**  Take on specific roles such as Library Representative or Year Tutor which contribute to the efficient management and administration of the Faculty/Department.  Grow personal involvement with academic, professional or clinical networks in the discipline. | | |
| **Person Specification**  Post holder must possess an honours degree or appropriate equivalent professional qualification or be working towards a higher degree or equivalent higher professional qualification as appropriate. Post holder to demonstrate:  Post holder to demonstrate:   * Evidence of high level of teaching and presentational skills * Evidence of administrative/organisational skills * Evidence of knowledge and understanding of current developments in the relevant discipline or profession.   A Teaching Qualification e.g., Postgraduate Certificate in Learning and Teaching in HE or equivalent is essential. | | |
| **Relationships and Contacts**  Post holder will be a member of Faculty committees relevant to their administrative duties, e.g. Faculty Board of Studies and Examination Board.  Teaching and Administrative duties will be allocated by the Head of Faculty/Department, within the context of the programmes agreed by the Faculty Learning and Teaching committee or similar body. | | |
| **Special Requirements**  The post holder is expected to work outside normal office hours as necessary.  The post holder will be expected to contribute to programme development, refreshing and assessment activities throughout the academic year, including times when students are not on campus.  If it is agreed by the line manager that the post holder will be carrying out research, time will be identified to enable this to take place and appraisal targets will be set accordingly. | | |
| **All Staff are expected to:**  Positively support equality of opportunity and equity of treatment to colleagues and students in accordance with the University’s Equal Opportunities Policy.  Undertake such other duties within the scope of the post as may be requested by your Manager.  Help maintain a safe working environment:   * Attend required Health and Safety training as part of probation and induction and as duties and techniques change. * Follow local codes of safe working practices and University Health and Safety Policy | | |

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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 Job Purpose. | | |
| **Job Title:** | Lecturer - Midwifery | |
| **Background Information/Relationships**  **Summary of the role:**  The Midwifery Lecturer will be responsible for leading high-quality teaching, assessing and module management within the bespoke programme, including supporting practice development and assessment. They will work closely with DoS Lead Midwife for Education according to own areas of responsibility. They will engage in learning and teaching activities as required in line project needs. They will ensure that all professional requirements are met during the programme.  **Responsible for:**  The day to day operational management and cohesiveness of the student experience throughout the programme, including the practice flow. They will teach across modules within the programmes, contributing to Midwifery curricula content development according to own speciality, ensuring an excellent student experience within taught sessions and supporting the practice component of the programme. | | |
| **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 Job Purpose. | | |
|  | | **Essential/ Desirable** |
| Relevant registration with the NMC as a Midwife | | E |
| A higher academic qualification (or working towards one), normally a masters degree (relevant to the interests of the faculty/department) | | E |
| A Registered teaching qualification (or willingness to work towards one) | | E |
| Evidence of contributions to administration | | D |
| Evidence of involvement in curriculum development | | D |
| Evidence of innovation in learning and teaching | | D |
| **In addition, for Senior Lecturer** | |  |
| A higher academic qualification (or working towards one), normally a master’s degree (relevant to older adult care) | | E |
| Evidence of innovation in learning and teaching | | E |
| NMC registered Teaching qualification or working towards one | | E |
| Evidence of research interest or expertise relevant to Midwifery | | D |
| **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 Job Purpose. | | |
| * To ensure that programme developments are aligned to the School’s vision for educational provision and research, such as integrated care and e-Health technologies; * To extend, transform and apply knowledge gained from scholarship to teaching and programme development; * To support module leaders to deliver high quality teaching as measured through the National Student Survey and module evaluation processes; * To undertake module leadership and develop field specific content; * To ensure that timetabled sessions are provided according to module expectations; * To ensure the field specific programme is relevant and current through contributing own specialist knowledge; * To report to programme management meetings and discussions on field specific matters * To assist the DoS Midwifery in determining the suitability of applicants for the programme. * Undertake practice/placement visits to support student learning, as required (for example, in the role of Practice Liaison Teacher)   **N.B. The above list is not exhaustive**. | | |