| Post Details | Last Updated: 04/11/2026 | |
|---|---|---|
| **Faculty/Administrative/Service Department:** | Faculty of Arts, Business and Social Sciences | |
| **Job Title:** | Senior Lecturer in Law<br>(Teaching Track) | |
| **Job Family & Job Level** | Research and Teaching | 6 |
| **Responsible to:** | Head of Department or Faculty | |
| **Responsible for:** | May have supervisory responsibility for other staff | |

**Job Summary and Purpose**

To make a major contribution to teaching development at undergraduate and postgraduate level.

To lead in Faculty/Department management and administration at an appropriate level.

**Main Responsibilities and Activities**

**Teaching delivery and development**:

Give leadership to sustained development of teaching methods, materials, technologies and learning environments which enhance the students learning opportunities whilst creating an environment for understanding and enthusiasm amongst students.

Lead innovation in curriculum development and design programmes that keep the Department/faculty at the leading edge of the discipline. Take responsibility for the quality of curriculum development and programme designs.

Create opportunities for the development of new specialist pathway.

Lead on the maintaining of quality and standards for the delivery of programmes.

Critical review of teaching and learning activities as directed by the Dean, e.g. improvement mechanisms following analysis of MEQ data.

Contribute at national and international level to the advancement pedagogical issues related to their subject specialism.

Lead and influence the development and application of digital and electronically based teaching, learning and assessment techniques.

Train and supervise students at UG and PG level (as appropriate).

Undertake lead and support the development of 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. Critically evaluate the impact of the assessment criteria.

Where appropriate act as a University delegate during teach out period with Associated institutions.

Continually update knowledge and understanding in the field or specialism. Extend, transform and apply knowledge from pedagogical development to teaching, learning and electronic environments, as part of an integrated approach to academic practice and look towards enhancing the reputation of the Faculty and University nationally and internationally.

Seek to publish pedagogical findings in appropriate peer reviewed HE journals, textbooks or monographs. Seek to contribute to an editorial board for an educational journal.

Conduct individual or collaborative scholarly projects related to their discipline and/or be researching pedagogic issues related to their academic discipline and communicating their findings widely within and outside the University.

Actively contribute to the development of Department/School and Faculty teaching and learning strategies and wider discussion of educational issues within the University and outside.

Identify sources of funding for pedagogical research, project proposals and consultancy. Contribute to securing funds for these activities.

Participate in and develop external networks for example to contribute to student recruitment, secure student placements, facilitate outreach work, generate income, obtain consultancy projects or build external relationships for future activities.

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**

Perform senior administrative duties such as Director of Studies, Director of Learning or Programme Director,that enhance the effectiveness of the management of the Faculty's student learning experience and learning opportunities.

Be involved in academic, professional or clinical networks in the discipline and take leading roles in these networks.

Lead on the advice, supervision and guidance to peers and colleagues and direct support for their innovations within pedagogical developments.

**Person Specification**

Post holder expected to possess a doctoral degree (relevant to the interests of the Faculty/Department).
Post holder to demonstrate:

- Evidence of significant academic and professional leadership.
- Evidence of leadership/development in a postgraduate and undergraduate teaching role such as course design, tutoring industrial/professional training year students and external examining.
- Evidence of a strong contribution to administration
- Evidence of strong external reputation, demonstrating a national standing in areas related to learning, teaching and assessment.
- Attainment of Teaching and Learning awards and prizes.
- Portfolio of excellent outputs in discipline or teaching and learning journals

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 of Surrey 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 by:

- Attending training in Health and Safety requirements as necessary, both on appointment and as changes in duties and techniques demand
- Following local codes of safe working practices and the University of Surrey 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 Role Profile.

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| **Job Title:** | Senior Lecturer in Law (Teaching Track) (1.0 FTE) |

**Background Information/Relationships**

We seek to appoint a Lecturer or Senior Lecturer to a teaching and learning position to support our undergraduate law teaching. The successful applicant will be expected to deliver teaching in core undergraduate Law modules, optional Law modules, and administrative support for our undergraduate programme as agreed with the Head of Law. There is an expectation that the appointee will demonstrate exceptional legal pedagogy. Ability to contribute to Surrey Law School's clinical legal education, legal skills education, or employability programme is desirable.

**Department:**

The University of Surrey Law School is part of the Faculty of Arts, Business and Social Sciences. We are located in Guildford, 30 minutes by train from London Waterloo. We number 42 staff and are organized into three main research centres:

• The Surrey Centre for Law and Philosophy

• The Surrey Centre for International and Environmental Law

• The Surrey Law and Technology Hub

We have a thriving, competitive PhD programme, an LLM in Professional Legal Practice and offer undergraduate LLBs in Single Honours Law, Law and Criminology, Law and International Relations, and Law with Business. Reflecting our research interests we have, in addition, three undergraduate pathways in Philosophy Politics and Law, Law and Technology, and Environment and Sustainability.

We are committed to delivering innovative, engaging teaching and to undertaking original, outstanding scholarship. The University of Surrey placed seventh in the 2026 National Student Survey and Surrey Law School is ranked 68th in the world for Law in the latest Times Higher Education World University Rankings. Our ethos is a warm and collegial one that encourages reflective engagement with pedagogy and caring attention to students at all stages of their studies.

**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.

| **Qualifications and Professional Memberships** | **Essential/ Desirable** |
|---|---|
| Possession of or near completion of a PhD or equivalent research experience | D |
| **Technical Competencies (Experience and Knowledge)** | **Essential/ Desirable** |
| Experience delivering high-quality teaching for undergraduate or Masters Law modules | E |
| Experience leading on a key administrative role or potential to develop high-level administrative skills | E |
| Excellent communication, inter-personal, and teamworking skills. | E |
| Experience of performing an administrative role supporting academic provision | E |
| Excellent communication, inter-personal, and teamworking skills | E |
| Experience delivering student support. | D |
| Ability to provide student pastoral support | 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 Role Profile.

1. Assist in curriculum and course innovation and the design of programmes.
2. Plan, deliver and critically review a range of teaching and assessment activities including lectures.
3. Set and mark programme work and provide timely and appropriate feedback.
4. Continually update subject knowledge and understanding and apply advances to programme development.
5. Participate in a range of School and University administration activities, as required.
6. Provide student pastoral care
7. Develop partnerships with the legal profession.

**N.B. The above list is not exhaustive**.