

*University of*  
**HUDDERSFIELD**  
 Inspiring tomorrow's professionals



# Recruitment Pack

## Education and Professional Development

**Job Title: Part-Time (0.4 FTE) Lecturer in Secondary Education (Geography)**

**Ref: R3610**



## The Role - Lecturer

The post of Lecturer reports to the Head of Division Initial Teacher Education (Schools) and its main objectives are:

- a) To plan, design and deliver educational programmes.
- b) To actively engage in subject, professional and/or pedagogy research and scholarship.

Main Duties and Responsibilities of the post are as follows:

1. Design teaching material and deliver across a range of modules or within a subject area, using appropriate teaching, learning support and assessment methods.
2. Design, mark and give feed-back on appropriate assessments.
3. Within the subject team plan, design and develop learning outcomes and materials.
4. Contribute to the revision and improvements in the curriculum content and delivery.
5. Supervise student projects, field trips and placements.
6. Act as a personal tutor.
7. Develop an active research record securing appropriate publications or other recognised forms of output.
8. With support co-ordinate and lead small modules, in own subject area.
9. As module leader or tutor, co-ordinate with others (including support staff and academic colleagues) to ensure student expectations are met.
10. Engage in subject, professional and/or pedagogy research and scholarship.
11. Contribute to recruitment activities e.g attendance at open days and conducting visits.
12. Participate in and develop external networks.
13. Contribute to internal and external quality assurance processes.
14. Participate in team meetings, departmental School meetings and committees.
15. Ensure the implementation of the University's policies and regulations within the remit of the postholder's duties.
16. Undertake other duties directed by or in agreement with the Head of Department or Subject Leader.

## The Person

The successful candidate will be able to demonstrate the following attributes:

Attributes	Essential	Desirable	Evidenced by
<b>Qualifications/ Training</b>	<ul style="list-style-type: none"> <li>• Masters or Higher degree in Geography Education, or a related subject</li> <li>• Teaching Qualification with QTS (eg: PGCE, B.Ed. with QTS)</li> <li>• Member of HEA or capacity to obtain membership within 12 months of appointment</li> <li>• Evidence of continuing personal and professional development</li> </ul>	<ul style="list-style-type: none"> <li>• Doctorate qualification or good progress towards gaining a doctorate</li> </ul>	Application Form
<b>Experience</b>	<ul style="list-style-type: none"> <li>• Recent and substantial experience as a teacher of Geography in the secondary age phase</li> <li>• Experience of working with/supporting/teaching trainee teachers</li> <li>• Experience of observing teaching and providing developmental feedback</li> </ul>	<ul style="list-style-type: none"> <li>• Experience of teaching in higher education</li> <li>• Presentation of papers at academic conferences</li> <li>• Publications in refereed journals demonstrating an area of research strength</li> </ul>	Application form Interview References
<b>Knowledge</b>	<ul style="list-style-type: none"> <li>• An excellent knowledge of contemporary classroom practice, curriculum design and development in Geography within the secondary age phase</li> <li>• Excellent knowledge of educational policies and strategies for teaching in secondary schools in the United Kingdom</li> <li>• An understanding of the current climate and policy agenda for UK teacher training</li> </ul>		Application form Interview References
<b>Skills &amp; Attributes</b>	<ul style="list-style-type: none"> <li>• Ability to use effective and creative teaching and learning strategies and communicate complex information clearly and effectively</li> <li>• Self motivated and able to innovate and manage change</li> <li>• Ability to establish and develop collaborative and collegiate working relationships with external partners</li> <li>• Able to work flexibly with respect to roles, responsibilities and working patterns</li> <li>• Willingness and ability to travel to visit schools across a broad geographical area</li> </ul>		Interview References

## Terms and Conditions

<b>Hours of Work</b>
This is a part time (0.4FTE) position
<b>Length of Appointment</b>
Permanent appointment
<b>Starting Salary</b>
The salary for this post is Grade 7 (£13,531 - £15,220 p.a.). On appointment staff will be placed on the first point of Grade 7. Appointment above this will only be in exceptional circumstances.
<b>Closing Date</b>
23 April 2018 at midnight.  Applicants are asked to complete the online application. Attention is drawn to the person requirements listed and applicants are asked to provide a supporting statement to evidence their match to the criteria. For further information please see the following link: <a href="http://www.hud.ac.uk/hr/jobs/guidanceonapplying/">http://www.hud.ac.uk/hr/jobs/guidanceonapplying/</a>
<b>Interview Date</b>
Interviews for this position are scheduled to take place on 24 May 2018
<b>Annual Leave</b>
Annual leave entitlement is 37 days plus statutory holidays throughout the year. This is pro-rated for part-time staff.
<b>Pension</b>
You will be auto-enrolled into the Teachers' Pension Scheme or Universities Superannuation Scheme for existing members (USS is subject to conditions) on appointment.

## Other Information

<b>Voluntary Benefits</b>
The University offers a range of voluntary benefits, more details can be found at: <a href="http://hud.ac/djg">http://hud.ac/djg</a>
<b>Equality, Diversity and Inclusion</b>
The University of Huddersfield is committed to meeting its obligations under the Equality Act 2010 and the Public Sector Equality Duties as a minimum. In addition, we embrace and celebrate the diversity of our staff, students and applicants and work to ensure University policies, practices, procedures and projects are inclusive. We are committed to eliminating discrimination, advancing equality of opportunity and fostering good relations on the basis of the protected characteristics; age, disability, gender reassignment, marriage and civil partnerships, pregnancy and maternity, race, religion or belief, sex and sexual orientation and to ensuring equality of opportunity for all.
<b>Staff Development</b>
The University offers significant opportunities for development to support you in achieving the University's goals and objectives. Training and development opportunities exist in a variety of forms, both formal and informal. Please see the following link for more information: <a href="https://staff.hud.ac.uk/hr/staffdevelopment/">https://staff.hud.ac.uk/hr/staffdevelopment/</a>
<b>Qualifications</b>
In accordance with our pre-employment processes, we are required to verify qualifications for successful candidates. We will need evidence of those essential qualifications listed in the person specification and claimed on the application form, by way of original qualification certificates.
<b>Car Parking</b>
There are currently two types of paid parking permits available to staff via a monthly payroll deduction. This is operated through a waiting list which you will be eligible to join on appointment.

## Useful Information

Should you wish to have an informal discussion about this post, please contact Jayne Price on telephone: 01484 478102 or e-mail: [j.price@hud.ac.uk](mailto:j.price@hud.ac.uk)

To find out more information about the University please see the link below:

<http://www.hud.ac.uk/about/>

A range of information about living and working in Huddersfield is also available to you within the University's web pages:

<http://www.hud.ac.uk/hr/jobs/livingandworkinginhuddersfield/>

<http://www.hud.ac.uk/hr/jobs/relocation/>