

JOB DESCRIPTION

1. JOB TITLE: Lecturer (TSR3)

2. HRMS REFERENCE NUMBER: 0561-25

3. ROLE CODE: FINLECTSR3

4. DEPARTMENT: Nursing and Healthcare – Chester

5. ORGANISATION CHART:

6. JOB PURPOSE:

- To provide a supportive learning environment for students to develop graduate level and subject specific skills.
- To participate in the delivery of undergraduate and postgraduate programmes.
- To develop and implement teaching and learning initiatives.

7. BACKGROUND INFORMATION:

The Faculty of Health, Medicine and Society is a thriving, multi-campus organization offering a full and diverse portfolio of pre- and post-qualifying studies for health and social care professionals. The Faculty is committed to the enhancement of nursing, midwifery and social care practice through an integrated approach to educational provision, practice development and research. All staff promote the ethos of life-long learning and personal development for students within a learner-centred approach, using a range of innovative learning and assessment methods. The Faculty actively encourages the development of all staff on both a personal and professional level, within a supportive and forward-looking environment.

The Faculty has three main strategic aims which are:

- To maintain the stability of the core business and enhance the quality of the student experience and the reputation of the Faculty;
- To enhance research, scholarly activity, knowledge transfer and entrepreneurial endeavor;
- To grow and diversify provision and partnerships, including international activity.

8. WORK PERFORMED AND/OR KEY RESULT AREAS:

8.1 Communicating Effectively

- To facilitate students' learning through lectures, tutorials and seminars at undergraduate levels, contributing to post graduate and masters levels as required.
- To produce high quality teaching and learning material to support and develop student learning at undergraduate level and at postgraduate level, as required.
- To write and publish research papers on occasion.
- To contribute to the writing of course validation documents as required.

8.2 Leadership and Working Collaboratively

- To act as module leader as required.
- To collaborate with academic colleagues on course development and curriculum changes.

8.3 Liaison and Networking

- To build internal contacts & participate in internal networks for the exchange of information & to form relationships for future collaboration.
- To be an active member of relevant departmental committees

8.4 Delivering a High Quality Standard of Service

- To enhance the quality of taught and research programmes at under-graduate and/or postgraduate levels.
- To seek ways of improving performance by reflecting on teaching design and delivery by obtaining and analysing peer observation feedback, student feedback, and external examiner feedback to maintain high quality learning and teaching.

8.5 Effective Decision Making

- In the context of the role-holder's teaching duties, to make independent decisions on the content of individual learning activities and marking for student assessment purposes, and to provide advice to colleagues on such matters.
- To sit on student selection panels as required.
- To make collaborative decisions with programme teams on the content of taught and research programmes at undergraduate and/or postgraduate levels.
- To provide advice on issues to other members of the department to influence operational decisions within the immediate work area.

8.6 Planning and Organising Self and Others

- To act as module leader as required.
- To contribute to programme organisation.
- To plan and manage own teaching and tutorials as agreed with mentor.

8.7 Innovation and Improvement (Effective Problem Solving)

- To deal with problems e.g. students' academic progress and personal issues (e.g. responding to needs of students with learning difficulties through referral to the appropriate support departments within the University).

8.8 Analysis and Research

- To research teaching materials and to identify and utilise current best practice in the relevant subject area.
- To conduct subject specific research and scholarship as appropriate.

8.9 Sensory and Physical Demands

- Standard office environment and equipment reflecting the needs of classroom, laboratory, studio, field and placement activities as appropriate.

8.10 Work Environment

- To be responsible for the health and safety of students in their immediate working environment, reporting any health and safety concerns to the Head of Department.

8.11 Pastoral Care and Welfare

- To deal with sensitive issues concerning students and provide support.
- To act as a Personal Academic Tutor (PAT).

8.12 Team Development

- To undertake peer mentoring and review of colleagues as required.

8.13 Teaching and Learning Support

- To design inductions to modules and programmes for students, adapting delivery to suit learners' needs
- To design and deliver one off lectures or workshops as required, providing feedback on performance
- To develop and design course content and materials, ensuring compliance with the quality standards and regulations of the University and department.
- Develop and research own teaching materials, methods and approaches with guidance and ensure that content, methods of delivery and learning materials meet defined learning objectives.
- To conduct seminars and tutorials, introducing new methods of delivery where required.
- To assess students overall performance, through setting/ marking programme work, practical sessions, supervisions, fieldwork and examinations, providing appropriate feedback to students.
- To challenge thinking, foster debate and develop the ability of students to engage in critical discourse and rational thinking.
- To supervise the work of students, provide advice on study skills and help them with learning problems.

8.14 Knowledge and Experience

Qualifications

- Will be required to hold or achieve a Masters level or equivalent professional qualification and membership of a relevant professional body (e.g.HEA) within a specified period from the date of appointment.
- Please refer to the Person Specification below

Experience

- Must develop suitable expertise to deliver lectures in relevant subject area.
- Please refer to the Person Specification below

Skills/Attributes

- An ability to keep abreast of, and lead developments in, teaching specific to the subject area.
- An ability to support students both academically and pastorally.

- Organisational and administrative skills.
- IT skills.
- An ability work as part of a team.

8.15 General

- To undertake any other duties commensurate with your grade, and/or hours of work, as may reasonably be required of you.
- To take responsibility for upholding and complying with the University's Equality and Diversity policies and for behaving in ways that are consistent with fair and equal treatment for all.
- To comply with all University Health and Safety policies.

PERSON SPECIFICATION		
Job Title: Lecturer Adult Nursing		Department: Nursing & Healthcare Education
Criteria	Essential / Desirable	Method of identification
Qualifications: Registration as a Children's Nurse with the Nursing and Midwifery Council	Essential	Application Form
Undergraduate Degree	Essential	Application Form
Masters level qualification or willingness to complete	Essential	Application Form
Post Graduate Certificate in Higher Education or Fellowship of Advance HE or willingness to undertake.	Essential	Application Form
Proven Experience: Must have suitable expertise to deliver lectures in children's nursing	Essential	Application Form/ Interview
Previous teaching experience in higher education.	Desirable	Application Form/ Interview
Proven and sustained track record of contribution to the development of policy and practice in teaching and learning support.	Desirable	Application Form/ Interview
Demonstration of an advanced level of subject knowledge and of being an externally regarded teacher or scholar.	Essential	Interview
An ability to keep abreast of, and lead developments in teaching and scholarship specific to children's nursing, demonstrated through e.g. attendance at conferences, external contacts and, where appropriate, publication of research.	Essential	Interview
Delivering academic and service excellence: An ability to support students both academically and pastorally.	Essential	Interview

Managing self and inspiring others:		
An ability to lead and/or work as part of a team.	Essential	Interview
Organisational and administrative skills.	Essential	Interview
IT skills.	Essential	Interview
Organisational and stakeholder awareness:		
An ability to link with practice areas, maintain professional credibility and work collaboratively with stakeholders.	Essential	Interview

Essential Requirements are those, without which, a candidate would not be able to do the job. Applicants who have not clearly demonstrated in their application that they possess the essential requirements will normally be rejected at the shortlisting stage.

Desirable Requirements are those that would be useful for the post holder to possess and will be considered when more than one applicant meets the essential requirements.

Method of identification is where the selection panel will match the candidate's skills and abilities to the required criteria outlined (i.e. application form, interview, test)

**UNIVERSITY OF CHESTER
FACULTY OF HEALTH, MEDICINE AND SOCIETY**

**NURSING AND HEALTHCARE EDUCATION
LECTURER (FULL TIME)
PERMANENT
BASE: WHEELER BUILDING, CHESTER**

SALARY SCALE

TSR3, points 31 – 34, £39,906- £43,482 per annum.

HOLIDAY ENTITLEMENT

35 days per annum. In the annual leave year in which employment commences annual leave entitlement will accrue on a pro-rata basis for each completed calendar month of service. Two extra statutory days during the Christmas period.

MEDICAL EXAMINATION

The successful candidate will be required to complete an Occupational Health Questionnaire and may also be required to undergo a medical examination.

ESSENTIAL CERTIFICATES

Short-listed candidates will be asked to bring to interview, proof of qualification as outlined on the Job Description and Person Specification provided. Upon appointment, copies of essential certificates will be required by Human Resources.

DISCLOSURE & BARRING SERVICE CHECKS

The successful applicant will have to undergo a DBS check before an appointment can be made.

PENSION SCHEME

All academic staff will be enrolled in the Teachers' Pension Scheme from their first day of employment, in accordance with the scheme rules. If staff do not wish to remain a member of the scheme, they will be entitled to opt out after enrolment.

EQUAL OPPORTUNITIES

The University has a policy of equal opportunity aimed at treating all applicants for employment fairly.

SMOKING POLICY

The University operates a No-Smoking policy.

PROBATIONARY PERIOD

A twelve-month probationary period applies to all Academic posts.