

Job Description

Job Title	Senior Lecturer in Educational Leadership
Division	Childhood, Education and Professional Development (CEPD)
HR Ref No.	RA2932-26
Role Code	FINSLSR4
Grade	TSR4
Base location	Exton Park
Reports to	Sarah Shaw
Direct reports	Not Applicable
Date created	05/06/2025

JOB PURPOSE:

- To provide a supportive learning environment for students to develop postgraduate level and subject specific skills.
- To lead, co-ordinate, participate and support in the delivery of online and in person postgraduate and undergraduate programmes related to Educational Leadership.
- To develop and implement teaching and learning initiatives.
- To contribute to postgraduate and undergraduate taught programmes and participate in research and research supervision.
- To teach postgraduate students' the relevant specialist knowledge through a range of pedagogic skills which encourage criticality.

The School of Education has at its core one of the institution's original missions – the preparation of students for careers of service. As the Children's Services workforce evolves the school seeks to maintain its role in developing current and future employees in the sector to make a valuable contribution to that workforce. The portfolio of the school has enlarged significantly over the past few years building on an historic base of quality provision in Early Years, Primary and Secondary Initial Teacher Education (ITE). Undergraduate ITE is currently provided through Early Years Primary, and Primary BA (Hons) with QTS degrees. Postgraduate ITE is provided through a one-year PGCE in Early Years, Primary or Secondary. All of this entails partnership with over 400 Schools, 10 school-led alliances, myriad international settings in the USA, Australia, Spain, Germany and Scandinavia and over 20 Local Education Authorities.

The Childhood, Education and Professional Development (CEPD) division currently offers an undergraduate non-QTS course; BA (Hons) Early Childhood and Primary Education. At postgraduate level the division has a growing portfolio which supports practicing teachers and other professionals working within education and related sectors in areas such as Educational Leadership, SEND, Social Justice, Coaching & Mentoring and Conservation & Sustainability Education. We have recently redeveloped our courses to ensure they remain relevant and support the learning and development of our students, making a real impact on professional practice. They have been designed to fit alongside the working commitments of our students, with flexible learning pathways through evening and weekend delivery and with options to study either in-person or online. This is proving to be relevant for and attractive to teachers, school leaders and the wider workforce, and has been an expanding aspect of our provision. The division also offers a Doctorate in Education. Research and scholarly activity is an important feature of the school's activities and staff research continues to be published, with presentations at both national and international conferences.

The successful applicant will bring expertise into the academic study of Education and an enthusiasm to contribute to the wider development of our students.

KEY DUTIES AND RESPONSIBILITIES:

Main tasks and responsibilities of the role holder:

- Teach at undergraduate and postgraduate level as required, facilitating students' learning through lectures, tutorials and seminars, producing high quality teaching and learning materials and utilising new methods of delivery where required.
- Lead modules, and support the overall leadership of courses, coordinating the efforts of colleagues to deliver course outcomes and to identify and respond to students' needs.
- To contribute to overall curriculum development and course design in specific areas of the curriculum, identifying areas where current provision is in need of revision or improvement.
- Develop, research and design course content and materials across a range of modules or within a subject area on a long-term basis, ensuring compliance with the quality standards and regulations of the University and division.
- Seek ways of improving performance by reflecting on teaching design and delivery by obtaining and analysing feedback.
- Select appropriate assessment instruments and criteria, assess the work and progress of students using appropriate marking criteria and provide constructive feedback to students.
- Challenge thinking, foster debate and develop the ability of students to engage in critical discourse and rational thinking.
- Supervise the work of students, provide advice on study skills and help them with learning problems.
- Supervise student projects at all levels across the breadth and depth of the subject area.
- To engage in the university peer review process, acting upon peer observation feedback, student feedback, and external examiner feedback to maintain high quality in learning and teaching.
- Conduct subject-specific, professional and pedagogical research and scholarship, leading to publications or other outputs, including joint or sole authorship of books, publications in journals and other articles, papers and disseminating research results during conference proceedings.
- To participate in and develop external networks, for example to contribute to student recruitment, secure student pastoral needs, facilitate outreach work or build relationships for future activities.
- Work with others to develop ideas for generating income and promoting the subject.
- Support the learning of colleagues through coaching and mentoring.
- To support the Head of Division, and Course Leaders in the division to manage the ongoing strategic development of courses.
- As an innovative lecturer within the School of Education, you may be required to work across courses to ensure UK and International learners are engaged, motivated and achieve their full potential.

In addition to the above, undertake such duties as may reasonably be requested and that are commensurate with the nature and grade of the post.

GENERAL DUTIES:

- To uphold and comply with all University's policies and procedures, including those relating to:
 - Equality, diversity and inclusion
 - Health and safety
 - Data protection and IT security
 - Safeguarding
 - Sustainability

- To support the creation of a culture that is highly performance focused and built on a foundation of fairness, diversity, belonging and inclusivity.

PERSON SPECIFICATION

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The person specification details the qualifications, skills, experience or other attributes needed to perform the job.

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

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

Methods of assessment:

A = Application Form, **I** = Interview/Assessment Tests, **P** = Pre-Employment Checks

Selection Criteria	Essential (E) / Desirable (D)	Assessed via
QUALIFICATIONS		
Qualifications: Undergraduate honours degree in relevant discipline, minimum 2.1 grade	Essential	Application Form
Masters level qualification in a cognate field (we will consider colleagues nearing completion of their Masters degree)	Essential	Application Form
PG Cert in Learning and Teaching in Higher Education or Fellowship of HEA (or willingness to work towards within an agreed timescale)	Essential	Application Form
PhD (or willingness to achieve this within an agreed timescale)	Desirable	Application Form
KNOWLEDGE AND EXPERIENCE		
Must have suitable expertise to deliver lessons in relevant subject area and successful course development experience	Essential	Application Form/ Interview/Sample teaching session
Previous teaching experience in Higher Education or Further Education	Desirable	Application Form/ Interview/Sample teaching session
Previous relevant experience working in the field of educational leadership	Essential	Application Form/ Interview
Proven and sustained track record of contribution to the development of educational practice and teaching and learning support	Essential	Application Form/ Interview/Sample teaching session
Demonstration of an advanced level of subject knowledge and of being an externally regarded teacher or scholar	Essential	Interview/ Sample teaching session

An ability to keep abreast of, and lead developments in teaching and scholarship specific to educational leadership, demonstrated through e.g. attendance at conferences, external contacts and, where appropriate, publication of research	Essential	Interview
SKILLS AND PERSONAL ATTRIBUTES		
An ability to support students both academically and pastorally	Essential	Interview/ Sample teaching session
Research activity as demonstrated through publication or conference presentation	Desirable	Interview
Organisational and administrative skills	Essential	Interview
IT skills including the ability to use Word, E-mail, Internet	Essential	Interview
Effective communication skills, both written and verbal, with both internal and external stakeholders	Essential	Application form/ Interview/Sample teaching session
An ability to work as part of a team	Essential	Interview
A commitment to research and scholarly activity	Essential	Application Form/ Interview
Up to date knowledge of developments in teaching and research in relevant subject area.	Desirable	Application Form/ Interview/Sample teaching session

UNIVERSITY OF CHESTER
TERMS & CONDITIONS OF EMPLOYMENT

SCHOOL OF EDUCATION – CHILDHOOD, EDUCATION AND PROFESSIONAL DEVELOPMENT (CEPD)
SENIOR LECTURER IN EDUCATIONAL LEADERSHIP

FIXED TERM CONTRACT TO 31st August 2027
0.2FTE

SALARY SCALE

University Scale TSR4, points 35 – 39, £44,746 - £50,253 per annum pro-rata payable monthly in arrears.

HOLIDAY ENTITLEMENT

In addition to statutory Bank/Public Holidays and Christmas Closure days, staff are entitled to 35 days (pro rata) annual leave 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.

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 months' probationary period applies to all Academic posts.