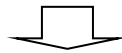


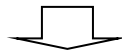
JOB DESCRIPTION

- 1. JOB TITLE:** Senior Lecturer in Social Work (Children or Adult)
- 2. HRMS REFERENCE NUMBER:** RA004940
- 3. ROLE CODE:** FINSLECTSR4
- 4. DEPARTMENT:** Social Work and Interprofessional Education
- 5. ORGANISATION CHART:**

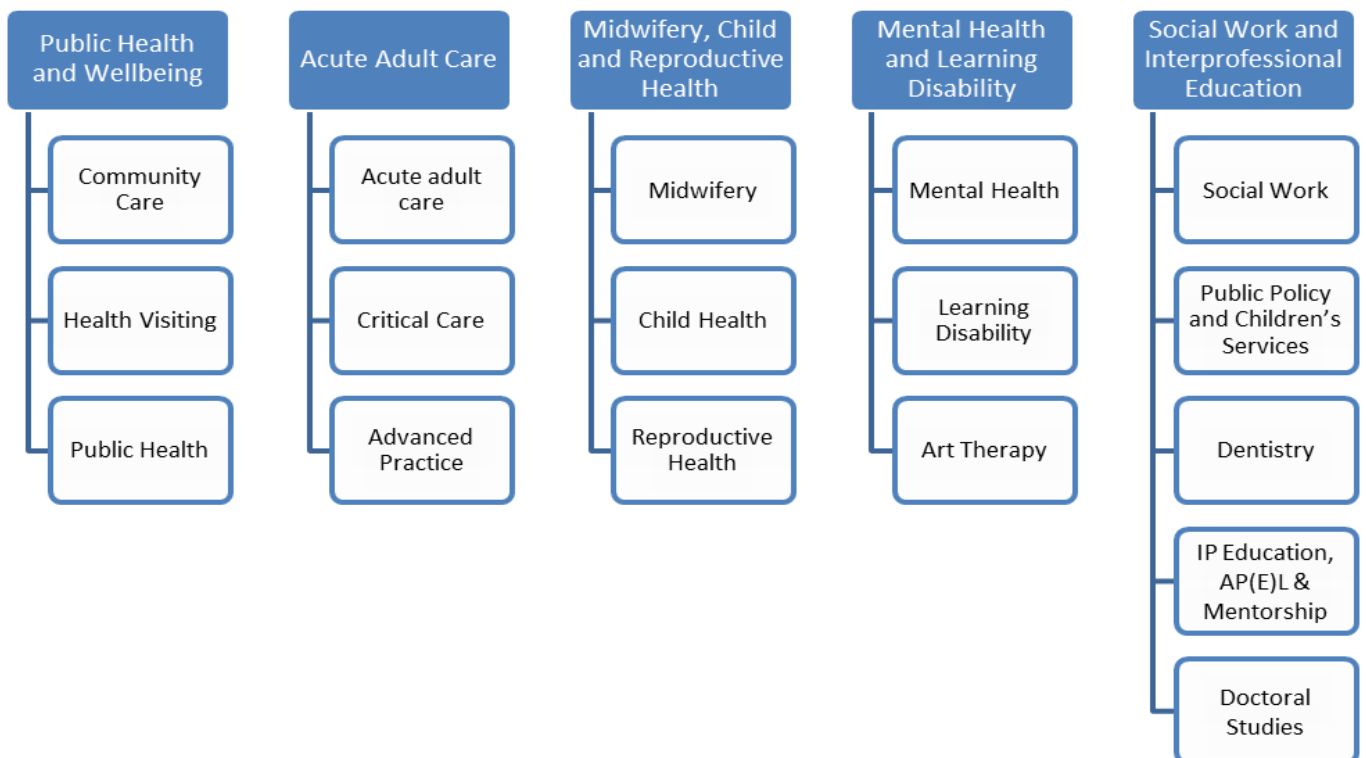
Executive Dean



Associate Dean (Learning and Teaching)



Head of Department



6. JOB PURPOSE:

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

7. BACKGROUND INFORMATION:

The Faculty of Health and Social Care is a thriving, multi-campus organisation 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, social work 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 endeavour;
- To grow and diversify provision and partnerships, including international activity.

Organisationally, there are two Associate Deans to support the Executive Dean, one for learning, teaching and quality matters and one for business and enterprise. There are five Heads of Departments:

1. Acute Adult Care
2. Public Health and Well-Being
3. Mental Health and Learning Disability
4. Midwifery, Child and Reproductive Health
5. Social Work and Interprofessional Education

There are four main teaching sites:

Chester - Riverside campus

Leighton - located at Leighton Hospital, Crewe

Warrington campus – located at the University of Chester Warrington campus, Crab Lane

Wirral – Marriss House, Birkenhead

Social Work Education is delivered at the Warrington Campus

8. WORK PERFORMED AND/OR KEY RESULT AREAS:

8.1 Communicating Effectively

- To facilitate students' learning through lectures, tutorials and seminars at undergraduate, postgraduate and masters levels.
- To produce high quality teaching and learning material to support and develop student learning at undergraduate and postgraduate levels.
- To write and publish research papers.

- To contribute to the writing of course validation documents as required.
- To contribute to the cross-Faculty development of curriculum and course materials.

8.2 Leadership and Working Collaboratively

- To exercise academic leadership, coordinating the efforts of colleagues to deliver module and programme objectives.

8.3 Liaison and Networking

- To be an active member of relevant departmental committees.
- To initiate and lead short term internal networks for e.g. new foundation degrees, co-ordinating teams of staff from university/department and external examiners; to oversee the development of new courses, write documentation, gain accreditation, and secure approval of new courses.
- To chair departmental working groups as required.

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 act upon peer observation feedback, student feedback, and external examiner feedback to maintain high quality in 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.
- 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 undertake elements of departmental leadership in areas such as organisation of staff development activities, programme leadership, assessment, students with specific learning needs, use of technology to support learning, or curriculum or student development roles.
- To act as module and programme leader as required, co-ordinating the work of module/ programme team to ensure modules are delivered to the standards required & co-ordinate the work of colleagues to identify & respond to students' needs.
- To make significant and sustained contributions to the management of the subject area, including planning and resource allocation, policy development and improvement of procedures.
- To contribute to cross-Faculty programme organisation, contributing to strategic decisions as required.
- To be responsible for the co-ordination of administrative duties in areas such as admissions, time-tabling, examinations, assessment of progress & student attendance.

8.7 Innovation and Improvement (Effective Problem Solving)

- To deal with problems e.g. a 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).

- To design new modules as required.
- To develop suites of new modules and contribute to overall programme design.
- Work with others to develop ideas for generating income and promoting the subject.

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, professional & pedagogy research & scholarship at national level, leading to publications or other outputs as appropriate; identify new trends in best practice in the relevant subject area.

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, conducting risk assessments as required.

8.11 Pastoral Care and Welfare

- To deal with sensitive issues concerning students and provide support.
- To act as a Personal Academic Tutor (PAT).
- To take responsibility for dealing with referred issues for students within own programmes.

8.12 Team Development

- To undertake peer mentoring and review of colleagues.
- Support the learning of colleagues through coaching and mentoring.

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.
- Supervise students' projects, fieldwork and placements at all levels.
- To develop and design course content and materials on a long term basis, ensuring compliance with the quality standards and regulations of the University and department.
- To conduct seminars and tutorials, introducing new methods of delivery where required, and to supervise students at all levels across the breadth and depth of the subject area.
- To assess students overall performance, through setting/ marking programme work, practical sessions, supervisions, fieldwork and examinations, providing appropriate feedback to students.
- Responsible for the overall quality auditing of course provision to identify areas where current provision is in need of revision or improvement.
- To contribute to overall curriculum development and course design in specific area of curriculum.

8.14 Knowledge and Experience

Qualifications

- Will be required to have, or achieve a Masters level qualification and membership of a relevant professional body (HEA).
- Will be required to obtain a doctoral level qualification or equivalent professional qualification/recognition within an agreed timescale.

Experience

- Must have suitable expertise to deliver lectures in relevant subject area
- Previous teaching experience in higher education.
- Proven and sustained track record of contribution to the development of policy and practice in teaching and learning support.

Skills/Attributes

- An ability to keep abreast of, and lead developments in, teaching and scholarship specific to the subject area, demonstrated through e.g. attendance at conferences, external contacts and, where appropriate, publication of research.
- An ability to support students both academically and pastorally.
- Organisational and administrative skills.
- IT skills.
- An ability to lead and/or 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: Senior Lecturer (Children or Adult)	Department: Social Work and Interprofessional Education	
Criteria	Essential/Desirable	Method of Identification
Qualifications: Relevant social work qualification and registration with HCPC Relevant Undergraduate Degree (or equivalent) Masters level qualification (or close to completion) PGCE/PGDE/HEA Fellowship (or willingness to undertake) PhD or willingness to achieve this within an agreed timescale	Essential Essential Essential Essential Essential	Application Form Application Form Application Form Application Form Application Form
Proven Experience: Practice experience in children and families social work Must have suitable expertise to deliver lectures in children and families social work Previous teaching experience in higher education Proven and sustained track record of contribution to the development of policy and practice in teaching and learning support Demonstration of an advanced level of subject knowledge An ability to keep abreast of, and lead developments in teaching and scholarship specific to children and families social work demonstrated through e.g. attendance at conferences, external contacts and, where appropriate, publication of research	Essential Essential Desirable Desirable Essential Essential	Application Form/ Interview Application Form/ Interview Application Form/ Interview Interview/Presentation Interview/Presentation Interview/Presentation

Delivering Academic and Service Excellence: An ability to support students both academically and pastorally	Essential	Interview
Managing Self and Inspiring Others: Organisational and administrative skills IT skills	Essential Essential	Interview Interview
Working Together: An ability to lead and/or work as part of a team	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
DEPARTMENT OF SOCIAL WORK AND INTERPROFESSIONAL EDUCATION
SENIOR LECTURER IN SOCIAL WORK (CHILDREN OR ADULT)
0.5 FTE, FIXED TERM UNTIL 31/07/2020
BASED AT WARRINGTON CAMPUS

SALARY SCALE

TSR 4, points 35 – 39, £39,152 - £44,045 per annum pro rata.

CONDITIONS OF APPOINTMENT

Permanent contracts will be offered to those candidates who possess both a higher degree/PhD and a postgraduate HE teaching qualification/Fellowship of the Higher Education Academy. A successful candidate who lacks either will be offered a **fixed term contract**, pending fulfilment of these conditions.

RESIDENCE REQUIREMENT

It is a requirement of this post that within 12 months of appointment, the post-holder should live within a 30 mile radius or within a one hour travelling time by public transport from the University.

HOLIDAY ENTITLEMENT

35 days per annum pro rata. 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 months' probationary period applies to all Academic posts.

CLOSING DATE

Candidates should apply for this vacancy via our online recruitment website (<https://jobs.chester.ac.uk/wrl/>) by Monday 21st October 2019 quoting reference number RA004940.