



**UNIVERSITY OF GLASGOW
JOB DESCRIPTION**

Job Title	Lecturer (Grades 7/8; Research and Teaching)
School	Education
Subject Areas	Educational Leadership
College	Social Sciences
Reporting To	Head of Subject / Head of School

Job Purpose
To actively contribute to educational leadership programmes and courses at both undergraduate and postgraduate levels, delivering an excellent student experience through teaching, assessment and administration processes; to undertake high-quality research relating to educational leadership; and to undertake administration as required by the Head of Subject / Head of School.

Main Duties and Responsibilities
1. Contribute to the planning, organisation and delivery of teaching activities relating to educational leadership courses and programmes.
2. Ensure an inclusive and evidence-based approach to facilitating learning in a range of face-to-face and online delivery formats such as tutorials, lectures, problem based learning that promotes student participation and learning outcome attainment
3. Assess (using a variety of methods and techniques) assignments and exam papers and provide effective, timely and appropriate feedback to students to support their learning.
4. Make effective use of learning technologies to support and enhance course delivery, course organisation, feedback and assessment. This may involve blended and/or online provision.
5. Supervise individual student projects and assist with difficulties e.g. learning support/problems.
6. Supervise and train postgraduate research students to ensure their effective development.
7. Develop effective working relationships with students and, in partnership with relevant student services teams, respond appropriately to the diverse range of learning approaches and learner needs.
8. Develop relationships with external stakeholders in support of knowledge exchange, public understanding and appropriate forms of outreach such as widening access.
9. Participate in local, and potentially overseas, activities associated with student recruitment (e.g. open days), orientation and induction and other School and University initiatives such as support for student transitions, employability and student mobility as appropriate.
10. Contribute to the ongoing development and design of the curriculum for educational leadership, in a manner that supports a research-led approach to student learning.
11. Attend and participate in appropriate research seminars/conferences relevant to research and teaching, including the support of research-led teaching, scholarship and/or professional practice in educational leadership.
12. Engage in professional development as appropriate.
13. Undertake administrative activities as required by the Head of Subject / Head of School, including course and programme administration.
14. Contribute fully to developing and enhancing the research profile of the School of Education in educational leadership, including establishing a track record of high quality publications.
15. Develop and maintain individual/joint research projects relating to educational leadership and, where appropriate, to secure external funding required to support research.

16. Contribute to the enhancement of the University's international profile in line with the University's Strategic Plan, Inspiring People Changing The World
17. For appointment at grade 8: Make a substantial contribution to developing, planning, organising and delivering undergraduate and postgraduate teaching activities in educational leadership and related subject areas.
18. Sustain internationally leading research activity in educational leadership, including a track record of publications of international quality and funding required for this research, as appropriate.

Knowledge, Qualifications, Skills and Experience
<p>Knowledge/Qualifications</p> <p>Essential:</p> <p>A1 Good first degree and postgraduate degree in educational leadership A2 PhD or equivalent research profile in educational leadership. A3 Up to date knowledge of research relating to educational leadership including leadership for social justice and equity; strategic leadership and system-level leadership. A4 Eligible for General Teaching Council Scotland (GTCS) registration. Applicants should check their eligibility with the GTCS before applying for this post. A5 Developing national and international research profile in educational leadership. A6 Developing track record of published research compatible with enhancing the School's submission to the REF and/or development and delivery of teaching.</p> <p>Desirable:</p> <p>B1 Proven ability to win significant grant income B2 A track record of published research of international quality</p> <p>For appointment at grade 8:</p> <p>Essential:</p> <p>A7 Established national and developing international research profile in educational leadership. A8 Established track record of published research of international quality compatible with enhancing the School's submission to the REF.</p>
<p>Skills</p> <p>Essential:</p> <p>C1 Excellent presentation and communications skills, both oral and written. C2 Excellent interpersonal skills with the ability to work as part of a team. C3 Time management and planning skills C4 Self motivated with the ability to work on own initiative.</p> <p>Desirable:</p> <p>D1 People and budget management skills</p> <p>For appointment at grade 8:</p> <p>Essential:</p> <p>C5 Able to make strategic contribution at subject or School level</p>
<p>Experience</p> <p>Essential:</p> <p>E1 Teaching experience at undergraduate and postgraduate level. E2 Experience of leading professional learning for practitioners and school leaders at all levels. E3 Experience of engaging with a range of stakeholders in education through relevant professional groups and associations. E4 Minimum of 2 years research experience.</p> <p>Desirable:</p> <p>F1 Experience of online course design and delivery F2 Experience of the pastoral care of students in a university environment</p>

For appointment at grade 8:

E5 Significant teaching experience at undergraduate and postgraduate level.

E6 Track record of knowledge exchange activities relating to educational leadership, including successful funding bids.

E7 Minimum of 3 years postdoctoral research experience in relevant area.

E8 Track record of securing research funding and leading research programmes and projects.

Dimensions

Deliver teaching for undergraduate/postgraduate courses relating to educational leadership.

Supervise individual undergraduate and taught postgraduate dissertations.

In conjunction with experienced colleagues undertake PhD supervision.

Undertake appropriate disciplinary and interdisciplinary research.

Assume responsibility for appropriate administrative duties as required by Head of Subject / School.

Represent the School of Education and work in partnership with other stakeholders as part of the national leadership strategy.

Job Features

Planning and Organising

Reactive – Daily queries from School staff/students.

Weekly/monthly – preparation of materials for lectures and seminars, planning research work.

Monthly/annually – research planning; reflection on teaching; planning for administrative functions.

Decision Making

Prioritise own work.

Programme and course content and design.

Decide on choice of outlets for publication of research and conferences to attend.

Research design.

Internal/External Relationships

Internal

Head of School/Head of Subject for exchanging information, research strategy, learning and teaching strategy, administrative responsibilities.

Teaching programme co-ordinator for delivery of teaching and development of the programmes.

Attend and be proactive in one or more of the research clusters in the School, College and University.

Staff/Research students to advise and motivate.

U/G students for teaching and learning support.

Academic support services for appropriate advice and for exchanging information.

Student support services, to exchange information, refer/support students.

External

Grant funding bodies (income generation).

Publishers and Journals (publishing).

Professional associations, commercial and public sector organisations (knowledge exchange).

Problem Solving

Act as first point of contact for problems/enquiries from students involved with area of teaching/research.

Assist postgraduate students with problems relating to research.

Develop funding applications and cross-disciplinary research links.

Other

Undertake any other reasonable duties as required by the Head of Subject / Head of School