

BISHOP GROSSETESTE UNIVERSITY

JOB DESCRIPTION

Title of Post: Lecturer in Health and Social Care

Grade: Grade 7

Responsible to: Programme Leader for Health and Social Care

MAIN PURPOSE OF THE JOB

To undertake a range of teaching, knowledge exchange and scholarship activities, as a member of the Health and Social Care Team and portfolio as appropriate.

KEY TASKS

Teaching and Learning Support

Support in:

- The delivery of relevant modules, at BGU, through face-to-face teaching.
- The delivery and evaluation of teaching materials across a range of modules within the subject area.
- Regular evaluation of content and materials.
- Ensuring that module design, delivery and assessment comply with the quality standards and regulations of the University.

Further teaching responsibilities:

- Use appropriate teaching, learning support and assessment methods.
- Develop and apply appropriate teaching techniques and material which inspire students, maintain interest, provide understanding amongst students.
- With support monitor student progression and achievement.
- Provide appropriate support and advice to students under the direction of the Health and Social Care team.

Scholarship

- Maintain own scholarship using relevant knowledge exchange within the discipline of Health and Soc
- Apply knowledge acquired from scholarship/knowledge exchange to teaching and appropriate external activities.

Liaison and networking

- Participate in and help develop internal and external networks for the benefit of the University.

Teamwork

- Act as a responsible team member and develop productive working relationships with other members of staff.
- Collaborate with colleagues to identify and respond to students' needs.

Pastoral care

- With support from the Health and Social Care team be responsible for the pastoral care of students, sign posting appropriately and liaising with the team over any issues or concerns.

Planning and managing resources

- As module leader with others (such as support staff or academic colleagues) to ensure student needs and expectations are met.
- Assist the Programme Leader by contributing to the administration of programmes, including the preparation of documentation of designated modules.

General

- Maintain professional standards in relationships, including non-discriminatory practices.
- Gain a sense of the wider academic and professional life of the University through observation of committees, working groups and examination boards and through attendance at other events as appropriate.
- Adopt a client-centred approach and to deal promptly and considerately with members of the public, staff and students.
- Participate in any relevant training and staff development activities.
- Undertake any other duties that may reasonably be required.

Performance Monitoring and Review

- Agree objectives and targets with the Line Manager in accordance with University priorities.
- Provide written reports on activity as requested.

Health and Safety

- Discharge all relevant health and safety responsibilities.

MAIN CONTACTS

- Programme Leader for Health and Social Care
- Members of the programme team

LIMITS OF AUTHORITY

- The post-holder must operate within the University's guidelines, procedures and regulations related to academic affairs.
- The post-holder must operate within all the University's institutional policies and codes of practice.

PERSON SPECIFICATION

Lecturer in Health and Social Care (Fixed Term)

	Essential	Desirable
Education/Qualifications and Special Training	A relevant first degree. A relevant higher degree.	Fellowship of the HEA. Membership of a professional body.
Knowledge and Skills	Subject expertise in Health and Social Care. Ability to plan, structure, deliver and assess programmes of study for a range of learners.	A grasp of the issues pertaining to widening access and participation. Specialist knowledge sufficient to support and deliver teaching up to and including Masters level.
Experience	Successful experience of teaching or working in Higher Education and/or other formal educational setting.	Track record of research publication/output. Experience of supervising students up to Masters level.
Personal Attributes	Conscientious, flexible, enthusiastic, and self-motivated. Creative, progressive, and forward thinking in solving problems. Student-centred; willing to offer help and support, approachable. Committed to the success of the Faculty and the University. Good personal organisation and meticulous attention to detail.	