UNIVERSITY OF LINCOLN
JOB DESCRIPTION

JOB TITLE	Senior Lecturer (Intervention for Success Project)				
DEPARTMENT	Lincoln Higher Education Research Institute				
LOCATION	Brayford, Lincoln				
JOB NUMBER	HERI002	GRADE	8	DATE	March 2017
REPORTS TO	Head of Lincoln Higher Education Research Institute				

CONTEXT
This Senior Lecturer post is specifically to lead on the University of Lincoln's contribution to the 'Intervention for Success' project. This project is a HEFCE funded project in collaboration with Huddersfield University (Lead), Coventry University and Manchester Metropolitan University. The post-holder will work closely with, and be informed by, other aspects of the project work in the partner institutions. One of the drivers behind this work nationally, is the 2015 HEFCE report 'Causes of Differences in Student Outcomes' http://www.hefce.ac.uk/pubs/rereports/Year/2015/diffout/Title,104725,en.html which identifies engagement as a critical factor in reducing differential outcomes for students and notes that not all students have the social and cultural capital needed to engage readily or ask for support. The 'Intervention for Success' project will draw on existing data analytics, to identify students at risk of withdrawal and underachievement and offer solutions in the form of appropriate, high quality academic interventions to ensure those students continue and succeed. Bringing together and enhancing current monitoring and intervention processes, the project will identify need and deliver effective interventions. The role of the personal tutor is central to this work, in particular one of the main responsibilities of the post holder will be to work with students and personal tutors to develop an on-line academic development programme with associated interactive materials. This will include tools and guidance for academic interventions (as opposed to broader student services interventions) to ensure that all students are able to make the academic progress they need, catch up when they have fallen behind and grasp complex concepts that may have eluded them; core to the programme will be 'universal design for learning' techniques. This post is based within the Lincoln Higher Education Research Institute at the University of Lincoln. The Institute provides a platform for excellent and useful research and developments in higher education, developing expertise and impact through its collaborative work locally, nationally and internationally. This full-time post will be offered on a fixed-term contract to December 2018.

JOB PURPOSE

General
To work with colleagues internally and externally on developing materials and support as relevant to the funded project;

To work with students and personal tutors to develop research-informed interventions and templates (learning resources, workshops, enhancement activities) that will support personal tutors to improve achievement for target groups;

To liaise with personal tutors to promote and implement interventions;

To work with data analysts to draw on existing data to identify student groups most in need of interventions;

To prepare and present reports for the UoL steering group;

To participate in cross-institutional management committee meetings as required;

To liaise with colleagues in partner institutions to ensure that interventions are transferable;

KEY RESPONSIBILITIES

The responsibilities of a Senior Lecturer are wide ranging and may change over time according to the development needs of the project, department and the individual. In general a Senior Lecturer can expect to undertake any of the following:

Teaching and Learning Support

- To work with personal tutors to support their practice with students identified as at risk of withdrawal or underachievement, developing and delivering materials and activities as appropriate. The range of teaching duties may change from time to time.

- Take responsibility for the design, content and delivery of relevant materials and activities and for the quality of outputs

- Ensure that content of materials and activities is appropriately informed by current research and advanced scholarly activity

- Collaborate with colleagues in the continuous review and development of the activities of the project

- Work in accordance with University policies and procedures.

Research, Scholarly Activity and Professional Practice

- Supervise and manage Lincoln's contribution to this collaborative professional practice project

- Identify sources of funding and contribute to the projects of securing funds for own scholarly activities, where appropriate

- Extend, transform and apply knowledge acquired from scholarship and professional practice to all aspects of the project work

- Engage in pedagogy research as required to support project activities and contribute towards the priorities of the Institute

- Ensure that, working with others, the outcomes of the project activities are appropriately disseminated

Liaison and Networking

- To work closely with academic staff, including personal tutors, student representatives and other internal colleagues to develop, implement, promote and disseminate the project activities.

- To work closely with external partners, the project co-ordinator and wider project participants in the delivery of this project.

- Maintain and develop links with relevant professional bodies and academic groups

- Represent the Institute externally as appropriate

- Participate in relevant internal and external meetings and groups as required

Team Working

- Act as a responsible team member, leading the project activities and co-ordinating the work of others to identify and respond to the project objectives.

- May be expected to supervise the work of others and/or participate in peer observation of teaching

Student Support

- Develop materials and guidance for academic tutors to enhance the advice and support they can provide on academic matters.

Other

- Carry out specific departmental roles and functions as may reasonably be required – these being equitably distributed across the academic staff

- Engage in appropriate training programmes in the University

- Actively follow and promote University policies

- Participate in the staff appraisal scheme

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.

ADDITIONAL INFORMATION

Scope and dimensions of the role
This role is located in the Lincoln Institute for Higher Education Research. The role is specifically to lead on Lincoln's contribution to the HEFCE funded project 'Intervention for Success'.

Key working relationships/networks	
Internal	**External**
• Head of LHERI • Team members of LHERI • College Directors of Education • Departmental academic, administrative and technical staff • Support Services Staff • Personal Tutors and Senior Tutors • Student representatives	• External project partners • Students' Union • Relevant academic and professional groups • Relevant national, regional and international networks

UNIVERSITY OF LINCOLN
PERSON SPECIFICATION

JOB TITLE	Senior Lecturer	JOB NUMBER	HERI002

Selection Criteria	Essential (E) or Desirable (D)	Where Evidenced Application (A) Interview (I) Presentation (P) References (R)
Qualifications:		
Relevant honours degree or equivalent	E	A
PhD in relevant discipline or equivalent demonstrated research record (normally by publication but where appropriate through professional achievement)	E	A
HE teaching qualification (HE PGCE or HEA fellowship) OR a commitment to complete one	E	A
Experience:		
Relevant teaching in Higher Education	E	A
Experience as a Personal Academic Tutor	D	A/I
Curriculum development	D	A/I
Development and innovation of teaching and learning methods	D	A/I
Interdisciplinary work relevant to the Department	D	A/I
Experience of working collaboratively with external partners	E	A/I
Research interest in a relevant area of work	D	A/I
Skills and Knowledge:		
Evidence of continuing professional development	E	I
Knowledge of Higher Education	D	A/I
Knowledge and experience of Universal Design for Learning	E	A/I
Ability to teach and assess across the range of taught levels offered	E	A/I
Ability to develop teaching materials and guidance	E	A/I
Ability to support students in their study through academic counselling	E	A/I
Ability to use digital media to deliver support materials	E	A/I
Ability to work on own initiative	E	A/I
Excellent written and verbal communication skills	E	A/I
Good organisational and time management skills	E	I
Competencies and Personal Attributes:		
Enthusiasm and commitment	E	I
Team working	E	I
Flexibility and adaptability	E	I
Business Requirements		

Willing to travel within the UK for project meetings	**E**	**I**

Essential Requirements are those, without which, a candidate would not be able to do the job. **Desirable Requirements** are those which would be useful for the post holder to possess and will be considered when more than one applicant meets the essential requirements.

Author	KC	**HRBA**	CW