



UNIVERSITY OF
LINCOLN

UNIVERSITY OF LINCOLN JOB DESCRIPTION

JOB TITLE	Senior Lecturer in Occupational Therapy				
DEPARTMENT	School of Health and Social Care				
LOCATION	Brayford				
JOB NUMBER	CSS390	GRADE	8	DATE	November 2017
REPORTS TO	Head of School				

CONTEXT

The School of Health and Social Care is located in the College of Social Science, along with the Schools of Psychology, Sports and Exercise Science, Education, Social and Political Sciences and the Lincoln Law School.

The School offers a range of undergraduate, post-graduate degrees and post qualifying and post registration stand-alone programmes that can contribute to professional Masters Degrees. In excess of 1200 students are currently registered on the School's programmes. The majority (around 900) are undertaking qualifying programmes towards professional registration, by full or part time mode, and at undergraduate and post graduate levels whilst a further 150 are studying for the vocationally related degree in Health and Social Care. The remaining students are undertaking part time CPD programmes at a post registration, post graduate level in relation to their professional development.

The School undertakes a broad range of high quality research projects, particularly through the thriving Community and Health Research Unit (CAHRU) and benefits from a variety of collaborations through EU Projects (Erasmus, Erasmus Mundus, Tempus) and other international partnerships.

To support its programmes and associated activities, the School enjoys the services of around 100 academic, technical and professional support staff members. School members are accommodated in the new Sarah Swift Building.

This exciting opportunity has arisen for to deliver education to pre-registration and post-Occupational Therapy students. The successful candidate will join a team committed to enhancing the healthcare workforce with providers across Lincolnshire and further afield with the aim of transforming services for the benefit of patients and their families. The successful candidate will be dynamic, adaptable and innovative, and have excellent communication skills

JOB PURPOSE

General

To work with colleagues on curriculum development and the advancement of relevant discipline areas within the University

To plan, design and deliver teaching within programmes in relevant discipline areas

To undertake student tutoring and support

To conduct individual scholarly and / or professional practice based projects that contribute to

the profile of the School

To carry out other activities in support of the academic work of the department

KEY RESPONSIBILITIES

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

Teaching and Learning Support

- To engage in teaching on undergraduate and/or postgraduate level programmes as determined by the Head of School. The range of teaching duties may change from time to time.
- Take responsibility for the design, content and delivery of specific areas of teaching and learning and for the quality of teaching delivered.
- Ensure that teaching content is appropriately informed by current research and advanced scholarly activity
- Collaborate with colleagues in the continuous review and development of the Department's programmes
- Work in accordance with University policies and procedures to undertake assessment of students' work and give feedback.

Research, Scholarly Activity and Professional Practice

- Conduct individual and / or collaborative scholarly and / or professional practice projects
- 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 teaching and appropriate external activities
- Engage in subject professional and pedagogy research as required to support teaching activities and contribute towards the priorities of the School and / or College
- Ensure that outcomes of scholarly activity and/or professional practice are appropriately disseminated in peer reviewed outlets
- Supervise and manage projects if required

Liaison and Networking

- Establish contacts within the wider community; disseminate knowledge through public activities which enhance the reputation of the School or College.
- Participate in academic activities with industry and other external partners
- Maintain and develop links with relevant professional bodies and academic groups
- Represent the School or College on appropriate external bodies

- Take part in relevant internal boards, committees and working groups at College or University level as required
- Liaise with subject librarians, central timetabling and other services to ensure resources available are appropriately deployed.

Team Working

- Act as a responsible team member, leading modules or programmes and co-ordinating the work of others to identify and respond to student needs. Although at this level this would not normally be expected for large or complex programmes, such as those involving split sites, or significant cross teaching.
- May be expected to supervise the work of others and/or participate in peer observation of teaching. At this level significant resourcing and staffing issues identified would be expected to be dealt with at a higher level.

Student Support

- Act as academic tutor to students as allocated by the Head of School and act as first line contact for them for advice and support on academic matters, ensuring that students are directed to relevant support services when necessary.
- Supervise research degree students as appropriate
- Supervise student projects and placements as appropriate

Other

- Carry out specific departmental roles and functions as may reasonably be required – these being equitably distributed across the academic staff
- Assist in student recruitment activities, including interviews, open days and external recruitment events
- 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

Key working relationships/networks	
Internal	External
<ul style="list-style-type: none">• Head of School• College Senior Academic Managers• College academic, administrative and technical staff• Support Services Staff	<ul style="list-style-type: none">• Relevant academic and professional groups• Relevant national, regional and international networks• External examiners



UNIVERSITY OF LINCOLN PERSON SPECIFICATION

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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 through professional practice record of 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 OR relevant professional experience	E	A
Curriculum development	D	A/I
Development and innovation of teaching and learning methods	D	A/I
Effective use of digital learning management systems	E	A/I
Interdisciplinary work relevant to the Department	D	A/I
Research interest in teaching and learning development	D	A/I
Undertaking subject, professional and pedagogy research to support teaching activities	E	A/I
Conducting individual or collaborative scholarly or professional practice based projects	E	A/I
Skills and Knowledge:		
Depth and breadth of subject understanding	E	A
Evidence of continuing professional development	E	I
Knowledge of Higher Education	D	A/I
Ability to teach and assess across the range of taught levels offered	E	A/I
Ability to contribute to curriculum development	E	A/I
Ability to support students in their study through academic counselling	E	A/I
Ability to supervise student projects, field trips and placements	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
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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	SB	HRBA	HA
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