



UNIVERSITY OF
LINCOLN

UNIVERSITY OF LINCOLN JOB DESCRIPTION

JOB TITLE	Principal Lecturer (TSPP) in HRM				
DEPARTMENT	People and Organizations				
LOCATION	Brayford				
JOB NUMBER	BM3083	GRADE	9	DATE	November 2017
REPORTS TO	Head of Department				

CONTEXT

Principal Lecturers (TSPP) are academic staff recognised among their peers as leaders in development of HE teaching strategies and excellent professional practice. They demonstrate good standing, professional engagement and reputation, with extensive external professional and industry networks. They hold a substantial record in curriculum development in line with professional practice and in successful and innovative teaching practice.

JOB PURPOSE

To have Department teaching and learning responsibilities and to contribute to the development of teaching and learning at College level, in a practice and research informed manner.

To interpret the Professional Standards Framework for teaching and supporting learning in Higher Education in order to support and promote student learning in all areas of activity.

To contribute to the development and management of their Department.

To contribute to the wider mission of the University

Principal Lecturers (TSPP) may be required to carry forward specific projects in professional practice of wider applicability across the College or the University.

KEY RESPONSIBILITIES

Teaching and Learning Support

- Facilitate, develop, lead and support innovations in the teaching activities of the School in agreed areas with a particular focus on enhancing the professional practice agenda.
- Support the design and development of new or existing programmes, advising on ways to enhance the quality of teaching and enrich the student experience, improving outcomes for student employability.
- Work with others to develop College policy that influences and promotes good practice in all aspects of the student learning experience
- Develop, implement and manage a mentoring scheme to support staff in their own development, providing guidance on development needs and opportunities, and considering succession planning across the College.
- Engage in teaching on undergraduate, postgraduate and executive level programmes as determined by the Head of Department. The range of teaching duties may change from time to time.
- If appropriate, lead a subject area or range of programmes and resolve problems affecting the quality of course delivery and student progress within own areas of responsibility.

Research, Scholarly Activity and Professional Practice

- Sustain professional recognition by significant contribution to debates on teaching and learning on national and international issues and/or by sustaining a track record of such research disseminated in peer reviewed outlets
- Contribute towards strengthening the link between research and practice in own discipline areas and the teaching of that discipline
- Engage in pedagogical and practitioner research and other scholarly activities to improve the quality of the student learning experience within the college
- Conduct individual or collaborative scholarly and / or professional practice based projects
- Identify sources of funding and contribute to the process of securing funds for own scholarly activities, where appropriate
- If appropriate, pursue a personal research programme consistent with the School's research priorities

Liaison and Networking

- Be a member of the College Teaching and Learning Committee, report on progress to that committee and make College presentations as required.
- Promote the reputation of the University within the wider higher education community through publications, contributions to conferences and liaison with the Higher Education Academy, including the relevant subject centre.

- Liaise with and develop internal networks, for example by chairing and participating in institutional committees.
- Lead, develop and contribute to relevant external networks, professional, national or international bodies such as Higher Education Committees and high level advisory groups.
- Monitor external funding opportunities and assist the College and the University in securing external funding.
- Interact and collaborate with other internal Schools and Colleges and external institutions and bodies on the establishment of joint projects to enhance the quality of teaching and learning.

Team Working

- Work as a member of the School management team to contribute to the development and management of the School
- Contribute significantly to the development and running of the School by taking on appropriate co-ordinating or leadership roles.
- Supervise or line manage other staff as appropriate.
- Act as mentor or appraiser to designated colleagues, advising on personal development and ensuring that they are meeting the standards required.

Student Support

- Act as academic tutor to students as allocated by the Head of Department 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

- Contribute to the wider mission and reputation of the University
- 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

To be agreed between the post holder and Head of Department.

Key working relationships/networks

Internal	External
<ul style="list-style-type: none">• Head of Department• Head of College• College Senior Academics• College / School 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

UNIVERSITY OF LINCOLN PERSON SPECIFICATION

JOB TITLE	Principal Lecturer (TSPP) in HRM	JOB NUMBER	BM3083
------------------	----------------------------------	-------------------	--------

Selection Criteria	Essential (E) or Desirable (D)	Where Evidenced Application (A) Interview (I) Presentation (P) References (R)
Qualifications:		
Good relevant honours degree or equivalent	E	A
PhD in relevant discipline OR equivalent recognised standing in and contribution to a professional discipline	E	A
HE Teaching qualification or recognition (if not held at point of appointment the post holder will be expected to gain recognition within the first 6 months)	E	A
Experience:		
Teaching in Higher Education	E	A/I
Active involvement with the work of professional bodies at a regional level	E	A/I
Experience at senior levels within HRM profession	E	A/I
Development and innovation in teaching and learning methods	E	A/I
Effective use of digital learning management systems and development of digital education	D	A/I
Interdisciplinary work relevant to the School	D	A/I
Undertaking subject, professional and pedagogy research to support teaching activities	D	A/I
Research interest in area of HRM	E	A/I
Conducting individual or collaborative scholarly and / or professional practice based projects	E	A/I
Skills and Knowledge:		
Evidence of continuing professional development	E	A/I
Recent, relevant peer-reviewed research record	D	A
Knowledge of Higher Education	E	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 research students	D	A/I
Strong leadership skills	E	A/I
Excellent written and verbal communication skills	E	A/I
Good organisational and time management skills	E	A/I
Competencies and Personal Attributes:		
Team worker with good interpersonal skills, able to	E	I

motivate others		
Ability to work independently and make sound decisions	E	I
Flexibility and adaptability	E	I
Commitment to the subject area and the drive to improve	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	DA	HRBP	CW
---------------	----	-------------	----