



UNIVERSITY OF  
LINCOLN

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JOB DESCRIPTION**

<b>JOB TITLE</b>	Associate Professor/Director of Clinical Legal Education				
<b>ACADEMIC PROFILE</b>	Teaching, Scholarship and Professional Practice				
<b>DEPARTMENT</b>	Lincoln Law School				
<b>LOCATION</b>	Lincoln Campuses				
<b>JOB NUMBER</b>	CSS452	<b>GRADE</b>	9	<b>DATE</b>	January 2025
<b>REPORTS TO</b>	Head of School				

**CONTEXT**

Lincoln Law School is at an exciting stage of its development. The University of Lincoln is a crucial part of the locality and region in which it is based, with a strong national and international outlook. The Law School has several highly successful clinical legal education opportunities for our students, including the Law Clinic, a Law Placement module and an opportunity for students to complete a research project on Law in Practice. The Law Clinic has recently had the opportunity to move its client facing work into the University's Multi-Professional Hub, based on Lincoln High Street, enabling the service to be closer to the local community and to enhance its impact in the provision of legal services to serve unmet legal need in the region.

The Law School has also invested in training for several of its staff to become CMC accredited mediators. We are keen to develop a Mediation Service alongside our Clinic and the new Director of the Clinic will play an important role in the development of mediation as an element of our clinical legal education (building on a successful undergraduate module that is already offered) and as a service to external clients.

The University defines professional practice as an enabling term intended to cover practical or practice-based engagements outside the confines of the University. This might include the developments or relationships with industrial partners, professional bodies or the third sector; or impactful activity as a practitioner in their discipline.

### **JOB PURPOSE**

An Associate Professor (TSP) will undertake a leadership role in teaching and scholarship and/or professional practice within and beyond the University of Lincoln. Some APs will demonstrate particular expertise and leadership in professional practice and teaching and some in teaching and scholarship and some will demonstrate strengths across all areas.

To contribute to the development and management of the School with involvement in College activities and provide academic leadership over the clinical legal education activities in the Law School, along with associated development and delivery of practical legal skills, employability and pro bono activities. The post holder will also be instrumental in the development of the Law School's mediation service.

To demonstrate leadership that enhances the professional practice agenda with effective and sustained external professional engagement with quantifiable impact on the strategic vision of the School.

### **Teaching and Learning Support**

Undertaking teaching at undergraduate and/or postgraduate levels and carrying out all related activities, achieving good sustained levels of student progression and feedback. The range of teaching duties may change from time to time, though will be primarily focused on the supervision of students in the Law Clinic and the design and delivery of practical legal skills within the curriculum.

Facilitate, develop, lead and support innovations in the teaching activities and curriculum development and delivery of the School and wider University

Support the design and development of new or existing programmes, advising on ways to enhance the quality of engagement and influence of discipline specific professionals and enrich the student experience with a focus on employability through practitioner or employer led engagement

Work with others to develop College policy that influences and promotes effective professional practice in all aspects of the student learning experience

Develop, implement and manage a community of practice to support staff new to teaching within the school to engage in professional practice

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

### **Scholarly Activity and/or Professional Practice**

Leading the development of professional practice or significant scholarly work and evaluation to improve the quality of practitioner-informed teaching and their students' learning experience with impact beyond the home academic discipline and ideally beyond the University. To have School and/ or College responsibilities in successful partnership working with relevant employers or practitioners

Working with students to enhance the understanding of their professional bodies amongst their students and feedback to national professional organisations on changing student needs.

To publish in forums that have a wide impact beyond the University and demonstrate or develop the professional practice and teaching profile. To have significant impact within and outside of the University including contribution to student entrepreneurship and enterprise activities, national

education/training committees of professional bodies, outreach initiatives, e.g. receipt of regional awards, significant public engagement project, spin out company, embedded and externally funded links with industrial or community partners, production of professional texts or other material that has had a significant and quantifiable impact and/or contribution to advisory boards of public / professional bodies

Where applicable conduct significant individual and /or collaborative scholarly and / or professional practice based projects that make a significant contribution to the School, College and wider applicability across the University. Attract external funding where appropriate, through enterprise activities including consultancy and knowledge transfer activities to achieve income diversification, improve academic reputation

Where applicable, to have excellent external professional and industry networks with active involvement with the work of professional bodies at a regional level, significant involvement at local and regional level in HEI industry/community link forums e.g. report authoring, sustained consultancy / KTP activity and fostering significant new collaborations with local or regional bodies. To have good standing, professional engagement and reputation with demonstrable and quantifiable indicators of esteem within the profession, e.g. industry awards, invitations to join industry judging panels, contributions to policy and practice forums. Demonstrable and quantifiable public national professional presence, e.g. blogs

Where applicable to sustain professional recognition by significant contribution to debates on teaching and learning on national and international issues and/or sustaining a track record of scholarly outputs disseminated in peer reviewed outlets

If appropriate, 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

### **Liaison and Networking**

Work within an extended network or community suitable to their professional practice, which can impact positively on the work of the University

Take a lead role in the application of these networks to enacting the University mission and strategy

Where applicable 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

Provide academic leadership within the School over a subject area, a range of courses or programmes and an area of research or significant academic endeavor.

Contribute significantly to the development and running of the School by taking on appropriate coordinating 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 and Engagement**

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

A demonstrable ability to involve students in teaching practice and curriculum enhancements and in planning and undertaking student placements during their studies

Supervise student projects and placements as appropriate.

### **Leadership**

Associate Professors are expected to lead by example in teaching, scholarship and/or professional practice and to support the activities of individuals/research groups in the area in which they are appointed. Candidates will therefore have to evidence their leadership skills relevant to scholarship and professional practice. This record should cover such aspects as scholarship or professional practice outputs (including such items as publications, keynotes and consultancy work), grants and supervision.

### **Citizenship**

Contribute to the wider mission and reputation of the University with active involvement in activities contributing to general university life e.g. open days, student activities, alumni events, mentoring, personal tutoring and engagement with student support and delivery of outreach activities e.g. school visits, local community activities

Active participation in committees/groups contributing to university life e.g. health and safety, equality diversity and inclusivity, sustainability and working groups

Engage in appropriate training programmes in the University, actively follow and promote University policies and participation in the staff appraisal scheme and yearly Individual Scholarship & Professional Practice (ISPP) Planning

Contribution to the future development of the University and support the University's wider social, cultural and economic development of our region, our 'civic' mission with engagement and/or leadership of external partnerships contributing to the civic mission of the University. Participation in external activities such as volunteering, school governor, cultural activities, community activities

**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 School	
Key working relationships/networks	
Internal	External
<ul style="list-style-type: none"><li>• Pro Vice Chancellor &amp; Head of College</li><li>• Head of School</li><li>• Director of Education</li><li>• College Senior Academics</li><li>• College / School academic, administrative and technical staff</li><li>• Support Services Staff</li><li>• Student Representatives</li><li>• Relevant Student academic societies</li></ul>	<ul style="list-style-type: none"><li>• Relevant academic and professional groups</li><li>• Relevant national, regional and international networks</li><li>• External examiners</li><li>• External agencies such as industry partners or community groups</li><li>• Funding bodies such as industry or other relevant bodies</li><li>• Professional &amp; Regulatory Bodies, Educational establishments and organisations e.g. other universities</li><li>• Overseas partner institutions</li><li>• Accrediting bodies</li></ul>



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PERSON SPECIFICATION**

<b>JOB TITLE</b>	Associate Professor/Director of Clinical Legal Education	<b>JOB NUMBER</b>	CSS452
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<b>Selection Criteria</b>	<b>Essential (E) or Desirable (D)</b>	<b>Where Evidenced Application (A) Interview (I) Presentation (P)</b>
<b>Qualifications:</b>		
Significant relevant experience in client facing legal practice and experience of delivering legal advice in a clinical legal education environment or similar setting OR PhD in relevant discipline	<b>E</b>	<b>A</b>
HE teaching qualification (HE PGCE or HEA fellowship) OR a commitment to complete one.	<b>E</b>	<b>A</b>
Qualification as a solicitor or barrister in England and Wales, with a current practicing certificate.	<b>E</b>	<b>A</b>
A recognized qualification and experience in the delivery of civil or family mediation.	<b>D</b>	<b>A</b>
<b>Experience:</b>		
Development and innovation in practice informed teaching and learning	<b>E</b>	<b>A/I</b>
Experience of running a Law Clinic or similar setting, or equivalent experience in private legal practice	<b>E</b>	<b>A/I</b>
Professional practice or scholarly work undertaken in teaching and learning development	<b>E</b>	<b>A/I</b>
Proven record of scholarly and/or professional practice work that makes a significant contribution to the school or college	<b>E</b>	<b>A/I</b>
Experience of efficient administration and management of research and/or teaching programmes	<b>D</b>	<b>A/I</b>
<b>Skills and Knowledge:</b>		
Evidence of continuing professional development	<b>E</b>	<b>A/I</b>
Evidence of successful engagement (projects/funding) with key external agencies	<b>E</b>	<b>A/I</b>
Ability to teach and assess across the range of taught levels offered	<b>E</b>	<b>A/I</b>
Ability to contribute to curriculum development	<b>E</b>	<b>A/I</b>
Ability to support students in their study through academic counselling	<b>E</b>	<b>A/I</b>
Ability to demonstrate leadership skills in relation to scholarship and/or professional practice with relevant experience and evidence of continuous engagement with industry or relevant employment organisations	<b>E</b>	<b>A/I</b>
Excellent written and verbal communication skills	<b>E</b>	<b>A/I</b>

Good organisational and time management skills	<b>E</b>	<b>A/I</b>
Team worker with good interpersonal skills, able to motivate others	<b>E</b>	<b>A/I</b>
<b>Competencies and Personal Attributes:</b>		
Flexibility and adaptability	<b>E</b>	<b>I</b>
Initiative and independence in thinking/approach	<b>E</b>	<b>I</b>
Commitment to the subject area and the drive to improve	<b>E</b>	<b>I</b>

**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.

<b>Author</b>	MRV	<b>SPBP</b>	JE
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