JOB DESCRIPTION

Role Title: Assistant/Associate Professor of Psychology

Reports to: Vice President (Academic)

Grade: 7 / 8 depending on qualifications and experience (plus benefits)

Purpose of Role

To develop and deliver high-quality teaching material across a range of modules or short programmes. To contribute to the planning, design and development of programmes in collaboration with the University of Salford. To engage in scholarly activity and undertake high quality research.

Key Accountabilities or Duties

Teaching and Learning

- Design teaching material and deliver either across a range of modules or within a subject area.

- Supervise student projects, including field trips and placements.

- Contribute to the planning, design and development of course and curriculum objectives and material, in collaboration with the University of Salford.

- Assess coursework and examinations, providing high quality feedback to students.

- Act as personal tutor to a group of students

Research

- Undertake individual or collaborative research projects of relevance to the College/University.

- Extend, transform and apply knowledge acquired from scholarship to learning, research and appropriate external activities.

- Identify external sources of funding and develop or contribute to funding bids – research, knowledge transfer and engagement grant applications.

- Write or contribute to publications in peer reviewed academic journals or disseminate research findings using other appropriate media.

October 2015

- Make presentations at conferences or exhibit work in other appropriate events, participating in dissemination and engagement activities to contribute to knowledge base of area of expertise, maximise policy, media industrial or community impact of research.

Leadership, Management and Engagement

- Take a lead in own area of expertise, act as mentor for junior colleagues.
- To engage with and participate in the University's Appraisal process as reviewer and/or reviewee, as appropriate.
- Lead and co-ordinate the work of other staff to ensure module, programme, enterprise or research project is delivered to the standards required.
- Co-ordinate colleagues to ensure student needs and expectations are met; act as leader of module or programme, or of significant sections of a programme.
- Plan, co-ordinate and implement research programmes or engagement projects; organisation of external activities such as student projects, field trips and industrial placements; organise administrative duties.
- Support colleagues with less experience and advise on personal development; train/advise on own area of expertise where appropriate; coach and support colleagues in developing research.
- Collaborate with external organisations such as industry, public sector, charity and local community groups.

Other tasks

- Perform any other duties appropriate to the grade as may be required by the Dean of College/Vice President (Academic) etc.
- Comply with the personal health and safety responsibilities specified in the BUB Health and Safety policy;
- Promote equality and diversity for students and staff and sustain an inclusive and supportive study and work environment in accordance with BUB policy;

- This role detail is a guide to the work you will initially be required to undertake. It may be changed from time to time to meet changing circumstances. It does not form part of your Contract of Employment.

Indicative level of membership for Higher Education Academy: Fellow

Person Specification

1. Qualifications

	The successful candidate should have:	Essential/ Desirable	Tested by* A, I, P
1	A recognised first degree in psychology or related subject and GBC status;	E	A
2	A PhD in an area relevant to psychology (or be nearing completion) or substantial relevant sector experience;	D/E	A
3	Postgraduate Certificate of Academic Practice or equivalent higher education teaching qualification	D	A

2. Background & Experience

	The successful candidate should have:	Essential/ Desirable	Tested by* A, I, P
4	Experience of teaching psychology in Higher Education;	E	A, I,
5	Experience of developing teaching materials;	E	A, I,
6	Experience of curriculum design in psychology;	D	A, I
7	An established or emerging research profile in psychology or related area.	D	A, I

3. Knowledge

	The successful candidate should have demonstrable knowledge of:	Essential/ Desirable	Tested by* A, I, P
8	One or more of the core areas of the BPS syllabus for example research methods, social, cognitive or developmental psychology;	D	A, I,
9	Other relevant fields of psychology (e.g. Cyberpsychology, Human Computer Interface research, virtual reality, artificial intelligence);	E	A, I,

4. Skills & Competencies

	The successful candidate should demonstrate:	Essential/ Desirable	Tested by* A, I, P
10	Excellent communication, interpersonal and team working skills	E	A, I
11	Familiarity with teaching and learning technology;	E	A, I
12	Competence in the use of IT in academic and administrative work;	E	A, I
13	Experience of providing academic and pastoral support to students in higher education.	E	A, I
14	Excellent English Language proficiency	E	A, I, P

Note: A = Application form, I = Interview, P = Presentation

Details of any assessments required will be provided in the invitation to interview letter.

Candidate Guidance

In order to fully meet the essential criteria, candidates must show clear evidence of how they meet the criteria. Simply stating that you have a skill or experience in an area is not sufficient, you must provide a clear example to show how you have met each of the criterion you address**.