PRINCIPAL TEACHING FELLOW - ROLE PROFILE

This role profile is designed and developed to show the expected levels of responsibility and accountability of the generic post. Actual duties of the post holder may vary, but should remain within the scope and grade of the post.

POST TITLE: Principal Teaching Fellow (Level 8)
RESPONSIBLE TO: Chair of Department or Delegated Authority

JOB PURPOSE: Undertake teaching in order to support the work of the department and develop and enhance its reputation, both internally and nationally, outside the University. Design, develop and deliver a range of programmes of study and contribute to the development of teaching and learning strategies.

PRINCIPAL ACCOUNTABILITIES

Research and Scholarship:
Engage in subject, professional, pedagogic and practitioner research and other scholarly activities. May be called upon to contribute to the identification of sources of funding and the process of securing funds for scholarly activities. Contribute to the development of departmental and subject teaching and learning strategies. Work in conjunction with others to apply subject knowledge to practice.

Teaching and Learning Support
Develop and apply innovative and appropriate teaching techniques and material, which create interest, understanding and enthusiasm amongst students. Undertake curriculum design and deliver material across a range of programmes of study at various levels, using appropriate teaching, learning support and assessment methods, reviewing and improving as required. Supervise PhD and UG student projects, field trips and, where appropriate, placements. Be responsible for academic duties (i.e. setting examination questions, marking, invigilation and pastoral support of students) required to sustain the delivery of high quality teaching.

Administration and Other Activities
May contribute to the management or monitoring of budgets, and/or may contribute to the establishment and management of programme / departmental financial plans and budgets, in collaboration as appropriate. Contribute to the efficient management and administration of the Department, by performing administrative duties as allocated by the Chair and by taking on appropriate Departmental responsibilities. Such duties may include, for example, Senior Tutor or Head of Teaching Programme. Provide leadership to those working within programme areas, as course leader or equivalent, by for example, co-ordinating the work of others to ensure that courses are delivered effectively or organising the work of a team by agreeing objectives and work plans. Contribute to the development of teams and individuals through the appraisal system and providing advice on personal development. Act as a personal mentor to peers and colleagues.

KNOWLEDGE SKILLS AND EXPERIENCE REQUIRED

Academic Qualifications
Good honours degree and possession of a PhD or equivalent in a relevant discipline.

Scholarship is deemed to include industrial consultancy and technology transfer and is not necessarily related to personal scholarship.
Knowledge & Experience
In-depth understanding of own specialism to enable the development of new knowledge and understanding within the field.
Proven ability and major achievements in teaching, demonstrated by consistently high quality and a substantial record in teaching.
Nationally recognised in own field of specialism.
Engaged in continuous professional development.
Understanding of equal opportunity issues as they may impact on areas of teaching.