

ACADEMIC PROFILE

TEACHING AND RESEARCH LEVEL 2

ROLE PURPOSE

To provide teaching and learning support to students and carry out some research

PRINCIPAL DUTIES

- 1 Teach, instruct, supervise and assess students' progress
- 2 Support and assist students as required and adjust delivery to reflect student needs
- 3 Prepare course and other teaching material to support students' needs
- 4 Contribute to course and subject development
- 5 Carry out research within subject area

ACTIVITIES	EXAMPLES OF ROLE REQUIREMENTS
1 Communication	Write up research work for publication. Deal with routine communication using a range of media. Communicate complex information, orally, in writing and electronically. Preparing proposals and applications to external bodies, eg for funding and accreditation purposes. Communicate material of a specialist or highly technical nature.
2 Teamwork and motivation	Agree responsibilities. Could be expected to supervise post-graduate students. Collaborate with academic colleagues on course development and curriculum changes. Attend and contribute to subject group meetings. Collaborate with colleagues to identify and respond to students' needs.

3 Liaison and networking	<p>Liaise with colleagues and students.</p> <p>Build internal contacts and participate in internal networks for the exchange of information and to form relationships for future collaboration.</p> <p>Join external networks to share information and ideas.</p>
4 Service delivery	<p>Identify learning needs of students and define appropriate learning objectives.</p> <p>Seek ways of improving performance by reflecting on teaching design and delivery and obtaining and analysing feedback.</p>
5 Decision making P and O	<p>Share responsibility in deciding how to deliver modules and assess students.</p> <p>Contribute to collaborative decision making with colleagues on academic content, and on the assessment of students' work.</p>
6 Planning and organising resources	<p>Manage own teaching, research and administrative activities, with guidance if required.</p> <p>Use teaching and research resources, laboratories and workshops as appropriate.</p> <p>Plan and manage own teaching and tutorials as agreed with mentor.</p>
7 Initiative and problem solving	<p>Develop initiative, creativity and judgement in applying appropriate approaches to teaching and learning support and research activities.</p>
8 Analysis and research	<p>Develop research objectives and proposals for own or joint research.</p> <p>Conduct individual and collaborative research projects.</p> <p>Respond to pedagogical and practical challenges.</p>
9 Sensory and physical demands	<p>Sensory and physical demands will vary from relatively light to a high level depending on the discipline and the type of work and will involve carrying out tasks that require the learning of certain skills.</p>
10 Work environment	<p>Balance with help the competing pressures of teaching, scholarship, research and administrative demands and deadlines.</p> <p>Is required to be aware of the risks in the work environment and their potential impact on their own work and that of others.</p>
11 Pastoral care and welfare	<p>Use listening, interpersonal and pastoral care skills to deal</p>

	<p>with sensitive issues concerning students and provide support.</p> <p>Appreciate the needs of individual students and their circumstances.</p> <p>Act as personal tutor, giving first line support.</p>
12 Team development	<p>Carry out induction and provide support to new members of the team.</p>
13 Teaching and learning support	<p>Teach as a member of a teaching team in a developing capacity within an established programme of study, with the assistance of a mentor if required.</p> <p>Teach in a developing capacity in a variety of settings from small group tutorials to large lectures.</p> <p>Transfer knowledge in the form of practical skills, methods and techniques.</p> <p>Ensure that content, methods of delivery and learning materials will meet the defined learning objectives.</p> <p>Develop own teaching materials, methods and approaches with guidance.</p> <p>Develop the skills of applying appropriate approaches to teaching.</p> <p>Challenge thinking, foster debate and develop the ability of students to engage in critical discourse and rational thinking.</p> <p>Supervise the work of students, provide advice on study skills and help them with learning problems.</p> <p>Select appropriate assessment instruments and criteria, assess the work and progress of students by reference to the criteria and provide constructive feedback to students.</p> <p>Act as a mentor for students in capacity of personal tutor.</p> <p>Able to engage the interest and enthusiasm of students and inspire them to learn.</p>

<p>14 Knowledge and experience</p>	<p>Continually update knowledge and understanding in field or specialism.</p> <p>Translate knowledge of advances in the subject area into the course of study.</p> <p>Possess sufficient breadth or depth of specialist knowledge in the discipline to work within established teaching and research programmes.</p> <p>Engage in continuous professional development.</p> <p>Develop familiarity with a variety of strategies to promote and assess learning.</p> <p>Understand equal opportunity academic content and issues relating to student need.</p>
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