

# ACADEMIC PROFILE

## TEACHING AND RESEARCH LEVEL 3

### ROLE PURPOSE

To carry teaching and research and contribute to the operation of the department, school and or institute

### PRINCIPAL DUTIES

- 1 Teach support and assess students
- 2 Lead modules and co-ordinate the work of staff involved in delivery on those modules
- 3 Carry out research within subject area
- 4 Ensure modules and assessment are delivered to time and on schedule within the framework of the overall degree course or courses
- 5 Identify ways of improving and enhancing the modules and student learning experience

ACTIVITIES	EXAMPLES OF ROLE REQUIREMENTS
1 Communication	<p>Write or contribute to publications or disseminate research findings using other appropriate media.</p> <p>Make presentations at conferences or exhibit work in other appropriate events.</p> <p>Routinely communicate complex and conceptual ideas to those with limited knowledge and understanding as well as to peers using high level skills and a range of media.</p>
2 Teamwork and motivation	<p>Depending on the area of work could be expected to supervise the work of others, for example in research teams or projects.</p> <p>Act as a responsible team member and develop productive working relationships with other members of staff.</p> <p>Could be required to take the lead in a local project.</p>
3 Liaison and networking	<p>Participate in and develop external networks, for example to identify sources of funding, contribute to student</p>

	recruitment, secure student placements, market the institution, facilitate out reach work, generate income, obtain consultancy projects, or build relationships for future activities.
4 Service delivery	<p>Identify areas where current provision is in need of revision or improvement.</p> <p>Collaborate with colleagues to identify and respond to students' needs.</p> <p>Contribute to the accreditation of courses and quality control processes.</p>
5 Decision making P and O	<p>Sole responsibility for the design and delivery of own modules and assessment methods.</p> <p>Collaborate with colleagues on the implementation of assessment procedures.</p> <p>Advise others on strategic issues such as student recruitment and marketing.</p>
6 Planning and organising resources	<p>Contribute to the planning, design and development of objectives and material.</p> <p>As module leader or tutor, co-ordinate with others (such as support staff or academic colleagues) to ensure student needs and expectations are met.</p> <p>Manage projects relating to own area of work.</p>
7 Initiative and problem solving	<p>Identify the need for developing the content or structure of modules with colleagues and make proposals on how this should be achieved.</p> <p>Develop ideas for generating income and promoting the subject.</p> <p>Identify sources of funding and contribute to the process of securing funds.</p> <p>Develop ideas and find ways of disseminating and applying the result of research and scholarship.</p>
8 Analysis and research	<p>Develop research objectives, projects and proposals.</p> <p>Use accepted methods, recognise and interpret trends or patterns in data; draw conclusions and report findings using appropriate media.</p>
9 Sensory and physical demands	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.
10 Work environment	Balance the pressures of teaching, research and

	<p>administrative demands and competing deadlines.</p> <p>Depending on area of work and level of training received, may be expected to conduct risk assessment and take responsibility for the health and safety of others.</p>
11 Pastoral care and welfare	Be responsible for the pastoral care of students within a specified area.
12 Team development	Mentor colleagues with less experience and advise on personal development
13 Teaching and learning support	<p>Design teaching material and deliver either across a range of modules or within a subject area.</p> <p>Use appropriate teaching, learning support and assessment methods.</p> <p>Supervise student projects, field trips and, where appropriate, placements.</p> <p>Set, mark and assess work and examinations and provide feedback to students.</p> <p>Could be expected to act as a module tutor.</p>
14 Knowledge and experience	<p>Extend, transform and apply knowledge acquired from scholarship to teaching, research and appropriate external activities.</p> <p>Possess sufficient breadth or depth of specialist knowledge in the discipline to develop teaching and research programmes.</p> <p>Use a range of delivery techniques to enthuse and engage students.</p>