

1 Advertisement

Post Title: Lecturer in Spanish

School/department: School of Media, Arts and Humanities, Department of Language Studies

Hours: Full time or part time hours considered up to a maximum of 1.0 FTE, including teaching, scholarship and administrative duties and responsibilities.

Requests for flexible working options will be considered (subject to business need).

Classes take place Monday through Friday during term time. All teaching is done in person on campus.

Location: Brighton, United Kingdom

Contract: fixed term until 30 June 2023

Reference: 10114

Salary: starting at £38,592 to £42,155 per annum, pro rata if part time

Placed on: 21 November 2022

Closing date: 08 December 2022. Applications must be received by midnight of the closing date.

Expected interview date: ASAP

Expected start date: 01 January 2023, or as soon as possible thereafter.

We are seeking to appoint a **Lecturer in Spanish** to support the teaching of Spanish language classes. There are additional opportunities to teach in the Department of English Language and Linguistics.

You will work closely with colleagues in Spanish, the Head of Modern Languages (Joint Head of the Department of Language Studies), the Convenor of Modern Language Electives and Pathways and fellow colleagues in Languages. You will convene, plan, teach and mark/moderate assessments in Spanish language modules. There are also opportunities to teach on modules in Linguistics, and perhaps other areas in the School of Media, Arts and Humanities. This role requires excellent organization, communication and team-working skills.

You will hold a master's or doctorate in a relevant field, and will have excellent working knowledge of Higher Education in the UK, along with experience teaching Spanish language at the undergraduate level. Experience teaching in Linguistics is also desirable.

This post is being offered on a full-time, fixed term contract for six months.

Please contact Dr Aaron Kahn (a.m.kahn@sussex.ac.uk) for informal enquiries.

Please note that this position may be subject to [ATAS clearance](#) if you require visa sponsorship.

For full details and how to apply see our [vacancies page](#)

The University of Sussex values the diversity of its staff and students and we welcome applicants from all backgrounds.

The University requires that work undertaken for the University is performed from the UK.

2. The School / Division

Please find further information regarding the school/division at

<https://www.sussex.ac.uk/schools/media-arts-humanities/>

3. Job Description

Job Description for the post of: Lecturer in Spanish

Department: Department of Language Studies

Section/Unit/School: Media, Arts and Humanities

Location: Falmer

Grade: 7

Responsible to: Head of Modern Languages (Joint Head of Language Studies).

Responsible for: Planning and delivery of undergraduate modules in Spanish Language, and where appropriate, modules in Linguistics.

PRINCIPAL ACCOUNTABILITIES

1. To deliver and contribute to the design of high-quality teaching programmes to attract students.
2. To contribute fully to the School and University by participating in meetings, working groups, committees and other School and University activities.

KEY RESPONSIBILITIES

1. Teaching & Student Support

- 1.1 Contribute to the planning, delivery and assessment of high-quality undergraduate teaching, in liaison with the relevant programme and course convenors.
- 1.2 Ensure that teaching content, methods of delivery and learning materials will meet the defined learning objectives, including the use of appropriate technology.
- 1.3 Set, mark, and assess coursework and examinations; select appropriate assessment instruments and assessment criteria; and provide constructive and comprehensive feedback to students.
- 1.4 Ensure that teaching materials remain up-to-date and relevant, incorporating advances in the subject area into the course of study.
- 1.5 Undertake and complete administrative duties required in the professional delivery of teaching.
- 1.6 Undertake academic advising duties, and provide first-line support for sensitive issues, referring on as appropriate to services providing further assistance.

- 1.7 Adopt an approachable and accessible attitude towards students, offering office hours, informal advice etc.
- 1.8 Transfer knowledge in the form of practical skills, methods and techniques.
- 1.9 Supervise the work of students, provide advice on study skills and help them with learning problems.

2. Scholarship & Enterprise

- 2.1 Continually update knowledge and understanding in field or specialism, and engage in continuous professional development.
- 2.2 Translate knowledge of advances in the subject area into the course of study
- 2.3 Undertake scholarship to inform education to ensure excellent learning experience for students

3. Contribution to School & University

- 3.1 Attend and contribute to School meetings.
- 3.2 Engage in activities beyond day-to-day teaching duties, for example Admissions Days.
- 3.3 Assist with undergraduate and postgraduate recruitment.
- 3.4 Participate in School or University working groups or committees, as required.
- 3.5 Undertake additional administrative duties, as required by the Head of School.

4. Role-specific duties

- 4.1 Participate in convening, planning and delivery of Spanish Language modules on the Modern Language Electives and Pathway programmes.
- 4.2 Contribute, where possible, to modules in Linguistics, or other appropriate areas of the School.
- 4.3 Academic advising and other related supporting and administrative roles related to the delivery of teaching and the enhancement of the student experience.
- 4.4 Attending and contributing to relevant meetings in the Department of Language Studies and the School of Media, Arts and Humanities.

PERSON SPECIFICATION

ESSENTIAL CRITERIA

1. Postgraduate qualifications (MA or doctorate), or other equivalent qualification, or appropriate level of experience, as appropriate to the discipline.
2. Excellent interpersonal skills, with the ability to engage with students using a variety of teaching methods.
3. Experience of teaching Spanish language at undergraduate level.
4. High level of fluency in Spanish and English (C1/C2 on the Common European Framework of Reference).
5. Excellent presentation skills, with the ability to communicate effectively, both orally and in writing, with students, colleagues and external audiences.
6. Ability to work individually on own initiative and without close supervision, and as part of a team.
7. Ability to exercise a degree of innovation and creative problem-solving.
8. Excellent organisational and administrative skills.
9. Ability to prioritise and meet deadlines.
10. A willingness to participate in student support activities beyond required teaching duties.
11. Excellent IT skills, with the ability to produce high-quality, inclusive learning materials.

DESIRABLE CRITERIA

1. A recognised higher education teaching qualification.
2. Ability to teach on modules in Linguistics and other areas within the School.
3. Experience teaching translation and/or oral interpreting.
4. Knowledge of another language other than Spanish or English for the purposes of teaching that language at the undergraduate level.