

## 1 Advertisement

**Post Title: Lecturer in Sociology x2**

**School/department:** LPS/ Sociology & Criminology

**Hours:** Full time

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

**Contract:** permanent

**Reference:** 10923

**Salary:** Lecturer A starting at £39,592 to £43,155 per annum

Lecturer B starting at £44,414 to £52,841 per annum

**Placed on:** 15 March 2023

**Closing date:** 17 April 2023. Applications must be received by midnight of the closing date.

**Expected Interview date:** To be confirmed

**Expected start date:** 17 July 2023

The Department of Sociology and Criminology at the University of Sussex is looking to appoint a new academic member of staff to contribute to its Sociology program. This will be a permanent position (subject to probation) starting at lecturer level.

The post holder will contribute to the research profile of Sociology at Sussex through theoretically informed research and publication. They will also deliver high quality research-led teaching at both the undergraduate and postgraduate level.

As an equal opportunities employer, we welcome applications from all suitably qualified persons.

As we currently have an under-representation in the Department of a number of groups – in particular BAME and LGBTQ+ we would particularly welcome applications from people who are members of these groups. All appointments will be made on merit.

Please contact Professor Dean Wilson, Head of Sociology and Criminology, at [dean.wilson@sussex.ac.uk](mailto:dean.wilson@sussex.ac.uk) for informal enquiries.

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.*

## 2. The School / Division

Please find further information regarding **the Department of Sociology and Criminology** at <http://www.sussex.ac.uk/sociology/>

The Department of Sociology and Criminology is one of the three departments which form

the School of Law, Politics and Sociology at the University of Sussex. These three vibrant academic units all strive for excellence in teaching and are all engaged in cutting-edge research.

In both teaching and research the School engages with key issues of contemporary concern, as well as with historical, philosophical and theoretical dimensions of its subject areas. It increasingly draws on the synergies between its three related disciplines.

The Department of Sociology and Criminology is a thriving and ambitious department which has grown significantly in strength and numbers over the past 5 years.

The Department is highly committed to teaching and research excellence. It is located in the newly refurbished Freeman building on the University of Sussex campus.

The Department of Sociology and Criminology is responsible for all teaching and research in Sociology and Criminology at the University of Sussex. There are approximately 25 members of Faculty. The total undergraduate and postgraduate student population is currently around 635 students.

The ethos of LPS is a commitment to its core disciplines (Law, Politics and Sociology), while seeking to make the most of the synergies that arise from the three disciplines comprising one School. Current and new appointees are encouraged to make use of the inter-disciplinary opportunities in the School, but only to the extent that individuals wish.

### **3. Job Description**

Job Description for the post of: Lecturer in Sociology

**Department: Sociology and Criminology**

**Section/Unit/School: Law, Politics and Sociology**

**Location: Freeman Building, University of Sussex**

**Grade: 7/8**

**Responsible to:** Head of Department, Sociology & Criminology

Lecturer A/B is an early career-grade teaching and research position. Post-holders will be expected to teach in a developing capacity, and establish an independent research portfolio, including publication and making applications for research funding.

#### **PRINCIPAL ACCOUNTABILITIES**

- 1 To deliver and contribute to the design of high-quality teaching programmes to attract students.
- 2 To engage in individual and/or collaborative research activity resulting in high-quality publications to be submitted to the REF at acceptable levels of volume and academic excellence; and develop research funding and knowledge exchange income

individually or in collaboration with others, as appropriate, depending on the size and scope of the bid.

- 3 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 and postgraduate teaching, in liaison with the relevant programme and course convenors.
- 1.2 Contribute to the development, design and management of new curriculum proposals that are attractive to students.
- 1.3 With guidance: develop high-quality inclusive teaching materials, methods and approaches using appropriate technology; take responsibility for their quality, and ensure that they meet defined learning objectives.
- 1.4 With guidance: set, mark, and assess coursework and examinations; select appropriate assessment instruments and assessment criteria; and provide constructive and comprehensive feedback to students.
- 1.5 Ensure that teaching materials remain up-to-date and relevant, incorporating advances in the subject area into the course of study.
- 1.6 Develop and maintain an understanding of appropriate pedagogy in the subject area.
- 1.7 Supervise the work of undergraduate and taught postgraduate students, providing them with advice on study skills.
- 1.8 Undertake and complete administrative duties required in the professional delivery of teaching.
- 1.9 Undertake academic advising duties, and provide first-line support for sensitive issues, referring on as appropriate to services providing further assistance.
- 1.10 Adopt an approachable and accessible attitude towards students, offering office hours, informal advice etc.

### **2 Research, Scholarship & Enterprise**

- 2.1 Develop research objectives and proposals for own or joint research, at acceptable levels, with assistance if required.
- 2.2 Conduct research projects individually and/or in collaboration with others.
- 2.3 Analyse and interpret research findings and draw conclusions on the outcomes.

- 2.4 Produce high-quality research outputs for publication in monographs or recognised high-quality journals, or performance/exhibition, as appropriate, and contribute to the School's REF submission at acceptable levels of volume and academic excellence.
- 2.5 Make research funding applications as appropriate, with assistance if required.
- 2.6 Individually or with colleagues, explore opportunities for enterprise activity, third stream income and/or consultancy.
- 2.7 Build internal contacts and participate in internal networks and relevant external networks in order to form relationships and collaborations.
- 2.8 Supervise doctoral students as part of a supervision team, as appropriate to the discipline.
- 2.9 Continually update knowledge and understanding in field or specialism, and engage in continuous professional development.

### **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 Contribute core and specialist modules in sociology at undergraduate and/or PGT level
- 4.2 Supervise 3rd year and Masters' level projects/dissertations
- 4.3 Contribute to other teaching on UG and PG programmes as required
- 4.4 Undertake the full range of assessment duties
- 4.5 Supervise academic advisees (i.e. personal tutor)
- 4.6 Supervise research students
- 4.7 General administrative duties including contributing to open days and other admissions activities
- 4.8 Develop a strong research profile through publication and research, including applying for research funding

This Job Description sets out current duties of the post that may vary from time to time

without changing the general character of the post or level of responsibility entailed.

## **INDICATIVE PERFORMANCE CRITERIA**

- High quality teaching performance across a range of teaching activities, at different levels (year 1 undergraduate to postgraduate) appropriate to the discipline; as evidenced by surveys, questionnaires and peer review.
- Evidence of skill in assessment and feedback techniques, and using a range of methods for evaluating the effectiveness of teaching.
- Demonstrable contribution to the planning and development of courses.
- Delivering a teaching load in line with School expectations.
- Evidence of applying knowledge arising from research and scholarship to enhance teaching practice.
- Evidence of active engagement in advising students and proactively responding to problems experienced by students.
- Completion, within a reasonable period of time, of a recognised higher education teaching qualification.
- A PhD or equivalent scholarly or relevant professional activity.
- Pursuing a line of high-quality independent scholarly research appropriate to the discipline.
- Publishing research (either from a recently completed PhD or new original research).
- Success in obtaining competitive/peer reviewed research support funding or collaboration in significant research projects with institutions of equivalent standing.
- Other forms of externally recognised professional practice or creative output, of a standing equivalent to regular publication of original research.
- Initiating, developing or participating in links between the University and external bodies such as business and industry, the professions, community organisations and policy-makers.
- Evidence of successful engagement in PhD supervision as appropriate to the discipline.
- Efficient and effective contribution to academic support duties within the School or the University.

## **Person Specification**

## **ESSENTIAL CRITERIA**

1. Educated to doctoral level, or other equivalent qualification or appropriate level of experience, as appropriate to Sociology.
2. Excellent interpersonal skills, with the ability to engage with students using a variety of teaching methods.
3. Experience of teaching at undergraduate or postgraduate level.
4. Evidence of engagement in high-quality research activity.
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.

#### **ESSENTIAL ROLE-SPECIFIC CRITERIA**

1. Evidence of research activity in a specialist field relevant to sociology
2. Ability to develop and/or deepen own research expertise in sociology.
3. Ability to teach sociology at undergraduate and postgraduate levels.
4. Ability to develop specialist modules to enhance the UG/PGT curricula

#### **DESIRABLE CRITERIA**

1. Emerging track record of high-quality academic publications
2. Experience of generating research or knowledge exchange income.

#### **DESIRABLE ROLE-SPECIFIC CRITERIA**

1. Ability to contribute research methods teaching at UG and/or Masters' level.