

University of Sussex

ROLE PROFILES: TEACHING AND RESEARCH

<u>LEVEL 3</u> (building on the level of demand in Level 2)	<u>TEACHING AND RESEARCH</u>
1 Teaching and learning support	<ul style="list-style-type: none"> • Design teaching material and deliver either across a range of modules or within a subject area. • Use appropriate teaching, learning support and assessment methods. • Supervise student projects, field trips and, where appropriate, placements. • Contribute to the planning, design and development of objectives and material and take responsibility for the quality of programme units. • Set, mark and assess work and examinations and provide feedback to students.
2 Research and scholarship	<ul style="list-style-type: none"> • Develop research objectives, projects and proposals. • Conduct research projects individually and/or in collaboration with others. • Identify sources of funding and secure or contribute to the process of securing bids. • Extend, transform and apply knowledge acquired from scholarship to teaching, research and appropriate external activities. • Write or contribute to publications or disseminate research findings using other appropriate media. • Make presentations at conferences or exhibit work in other appropriate events.
3 Communication	<ul style="list-style-type: none"> • 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.
4 Liaison and networking	<ul style="list-style-type: none"> • Participate in and develop external networks, for example to identify sources of funding, contribute to student recruitment, secure student placements, market the institution, facilitate outreach work, generate income, obtain consultancy projects, or build relationships for future activities.
5 Managing people	<ul style="list-style-type: none"> • Advise and support colleagues with less experience and advise on personal development • Supervise the work of others, for example in research teams or projects or as PhD supervisor.
6 Teamwork	<ul style="list-style-type: none"> • Act as a responsible team member and develop productive working relationships with other members of staff. • Take the lead in a local project if required. • Collaborate with colleagues to identify and respond to students' needs.

Level 3 – Equivalent to Grade 8, Lecturer B

7 Pastoral care	†
8 Initiative, problem-solving and decision-making	<ul style="list-style-type: none"> • Identify the need for developing the content or structure of modules with colleagues and make proposals on how this should be achieved. • Develop ideas for generating income and promoting the subject. • Develop ideas and find ways of disseminating and applying the result of research and scholarship. • Take sole responsibility for the design and delivery of own modules and assessment methods. • Collaborate with colleagues on the implementation of assessment procedures. • Advise others on strategic issues such as student recruitment and marketing, depending on the administrative role undertaken. • Contribute to the accreditation of courses and quality control processes.
9 Planning and managing resources	<ul style="list-style-type: none"> • As module leader or tutor, co-ordinate with others (such as support staff or academic colleagues) to ensure student needs and expectations are met. • Manage projects relating to own area of work.
10 Sensory, physical and emotional demands	<ul style="list-style-type: none"> • Balance the pressures of teaching, research and administrative demands and competing deadlines.
11 Work environment	<ul style="list-style-type: none"> • 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.
12 Expertise	<ul style="list-style-type: none"> • Possess sufficient breadth or depth of specialist knowledge in the discipline to develop teaching and research programmes. • Use a range of delivery techniques to enthuse and engage students.