



JOB DESCRIPTION

Job Title:	Teaching Fellow
Department /Faculty:	Economics
Grade:	8
Hours:	35 hours per week
Reporting to:	Reader in Economics

Teaching and Tutoring

- Teach undergraduate and postgraduate courses as agreed with the Head of Department
- Participate in departmental curriculum design activity and teaching quality enhancement activities.
- To assess undergraduate and other coursework and examinations, and other written work by students
- Supervise undergraduate dissertations and third year projects, under the mentorship of a member of academic staff.
- Act as a Personal and Academic Tutor

Scholarship

- Sufficient time over the year will be allowed for the role holder to engage with scholarship in the discipline to inform teaching and ensure that the role holder remains up to date. Some engagement in research and dissemination in formats consonant with the departmental research strategy is desirable, as agreed with the Head of Department, but not required.

Research

- Contribute to the department's research culture

Administration

<ul style="list-style-type: none"> • Attend Department/College/University committees and undertake related administrative functions, including examining, as required. • Undertake other ad hoc assignments as required
Any other duties:
Any other duties as required by the Head of Department, that are commensurate with the grade. As the needs of the College change so the above job profile, duties and location of the role within the College will be adjusted accordingly in consultation with the role holder.

Job descriptions should be regularly reviewed to ensure they represent an accurate account of the duties carried out by the post holder. The job description may be altered from time to time at the discretion of the College, and in consultation with the post holder

PERSON SPECIFICATION

Details on the qualifications, experience, skills, knowledge and abilities that are needed to fulfil this role are set out below.

Job title: Teaching Fellow
Department/Faculty: Economics

	ESSENTIAL	DESIRABLE
Knowledge, Education, Qualifications and Training		
PhD		x
Productive record of research		x
Research Experience		

Evidence of on-going research objectives		x
Evidence of research output		x
Specific Skills, Experience and Knowledge		
A high level of teaching competency at undergraduate and postgraduate level	x	
Interpersonal skills	x	
Written, oral and listening communication skills	x	
Presentation skills including ICT skills	x	
Research skills	x	
Personal and Interpersonal Qualities		
Team work skills	x	
Enthusiasm for teaching undergraduate and postgraduate programmes	x	
Well motivated	x	
Analytical and innovative approach	x	
Ability to commence in September 2019	x	