



## JOB DESCRIPTION

<b>Job Title:</b>	Lecturer in International Relations
<b>Pathway:</b>	Teaching and Research
<b>Faculty / Department:</b>	Politics, International Relations and Philosophy
<b>Job type</b>	Academic
<b>Grade:</b>	8
<b>Accountable to:</b>	Head of Department
<b>Accountable for:</b>	n/a
<b>Purpose of the Post</b>	
To teach and supervise at undergraduate and postgraduate level, taking full responsibility for the design, management, and delivery of teaching. The postholder will undertake research in line with their departmental research strategy, leading to a growing reputation in their fields of expertise. They will also be required to contribute to the academic administration of the department.	
<b>Key Tasks</b>	
<p><b>Teaching</b></p> <ul style="list-style-type: none"> <li>• To design and deliver high quality teaching programmes and/or courses, utilising own expertise and research to inform design and delivery.</li> <li>• To design and deliver innovative approaches to educational delivery, working with others as appropriate to create a successful learning environment for students.</li> <li>• To ensure the design and delivery of teaching meets the needs of students and working with others to identify future training needs.</li> <li>• To undertake activities supporting teaching delivery including supervising field trips/placements if required, undertaking assessments ensuring that constructive feedback is provided to allow for development.</li> <li>• To act as personal tutor ensuring appropriate support and advice is provided.</li> <li>• To actively contribute to the expansion of curriculum options in this area working with others to ensure implementation as applicable.</li> <li>• To contribute to other areas of teaching as directed by the Head of Department in response to departmental need.</li> </ul>	
<p><b>Research</b></p> <ul style="list-style-type: none"> <li>• To develop research objectives and proposals resulting in the publication of research outputs, suitable for REF inclusion.</li> <li>• To develop and submit research funding proposals to appropriate funding bodies, working with colleagues where appropriate.</li> </ul>	

- To enhance the departmental teaching/educational agenda through application of research expertise into teaching/curriculum development and delivery.
- To effectively present research findings to a wide range of stakeholders both internal and external to the University through conferences, review meetings and other options as appropriate.
- To undertake and contribute to peer assessment as appropriate.
- To supervise PhD studentships as requested.

#### **Leadership, Enhancement, External Engagement and Impact**

- To play a full and active part in the administration of the department and its external promotion.
- To attend and actively contribute to departmental and University meetings as appropriate.
- To assist with student recruitment.
- To participate with departmental or University working groups as required.
- To contribute to the department's strategic planning, and, if required, contribute to University strategic planning processes.
- To advise and provide support to less experience colleagues.
- To co-ordinate and engage in departmental activities such as attendance at open days or applicant visitor days.
- To develop networks both internal and external to the University to develop research and teaching profile and funding opportunities individually and for the department, University, and field of research i.e., educational bodies, specific research networks, professional bodies.
- To engage and maintain continuous professional development.

#### **Other Duties**

The duties listed are not exhaustive and may be varied from time to time as dictated by the changing needs of the University. The post holder will be expected to undertake other duties as appropriate and as requested by their manager.

The post holder may be required to work at any of the locations at which the business of Royal Holloway is conducted.

#### **Our Values**

Advancing equity and inclusion is central to our identity as a University of Social Purpose, guided by our values of being Respectful, Innovative, Open, and Daring. We strive to build a fair and inclusive environment for all colleagues and students, where we challenge ourselves and others with integrity, and approach difference with understanding and kindness. Every member of our community is expected to treat others with dignity, work collaboratively across a wide range of backgrounds and perspectives, and contribute to a place where everyone can participate fully and feel valued.

## Person Specification

**Job Title:** Lecturer

**Department:** Politics, International Relations and Philosophy

	Essential	Desirable
<b>Knowledge, Education, Qualifications and Training</b>		
Educated to PhD level in a relevant field or evidence of equivalent applied experience	X	
Experience of high-quality teaching practice at undergraduate and/or postgraduate level in the department's disciplinary area.	X	
Demonstrable high levels of scholarship and understanding of the current demands and trajectory of the discipline.	X	
A commitment to continuous professional development in relation to teaching, learning and assessment.	X	
Fellowship of the Higher Education Academy or equivalent.		X
<b>Specific Skills, Experience and Knowledge</b>		
Ability to engage UG/PGT students in research	X	
Potential to complement and extend teaching within our UG & PGT curriculum	X	
Understanding of requirements to enhance student experience	X	
Experience of managing own teaching, administrative and other relevant activities.	X	
Experience of co-ordinating with others to ensure student learning and teaching needs and expectations are met.	X	
Successful development of relationships with external individuals and agencies.	X	
Experience of bidding, planning for and organising initiatives that are based on learning, teaching, and assessment.	X	
A proven ability or clear potential to produce research of international excellence, as defined by REF.	X	
Potential to secure external research grant funding	X	
<b>Personal and Interpersonal Qualities</b>		
Experience of effective team working.	X	
Excellent interpersonal skills, with the proven ability to teach and engage with students using a variety of different methods.	X	

Excellent communication and presentation skills.	X	
Commitment to the aims, objectives and broader activities within the department	X	