

JOB DESCRIPTION

Job Title:	Lecturer in Sociology	Grade:	AC2
Department:	School of Humanities and Social Sciences	Date of Job Evaluation:	March 2021
Role reports to:	Academic Portfolio Lead (Sociology)		
Direct Reports	None		
Indirect Reports:	None		
Other Key contacts:	Head of School; Deputy Head of School; Programme Leader for Sociology; School Leads (Research and Enterprise, Teaching and Learning, Student Experience, Employability)		
This role profile is non-contractual and provided for guidance. It will be updated and amended from time to time in accordance with the changing needs of the University and the requirements of the job.			

PURPOSE OF ROLE:

To conduct high quality research and teaching on undergraduate and postgraduate programmes in the areas of Sociology. The role will focus on delivering high quality education in a variety of formats as well as research and enterprise activities. The person appointed will be expected to:

- Contribute to the delivery of existing teaching, course development, and to participate in the research carried out in the School
- Contribute more widely to the design and delivery of teaching activities, reflecting the successfully candidate's own subject specialism appropriate for the needs of a diverse student body; across the range of courses offered by the School
- Engage in research and professional practice across the subject area and contribute to the research profile of the School and to the future REF submissions of the Centre for Applied Sociology and Research

KEY ACCOUNTABILITIES:

Team Specific:

- Contribute to the delivery of high quality, innovative and effective teaching and new teaching initiatives, including inclusive approaches to setting and marking assessment

- Lead on personal and academic tutoring of undergraduates
- Lead and support others in the design and develop of new courses/modules demonstrating excellent curriculum design
- Contribute to curriculum development within the School
- Contribute to subject, professional and/or pedagogical research leading to the publication and/or dissemination of original work
- Contribute to the research profile of the academic unit and to future REF submissions of Centre for Applied Sociology and Research
- To contribute to the development of funding bids which contribute to the acquisition of internal and external resources to fund research, enterprise or teaching projects
- Contribution to the continuous improvement of the student experience or Lead courses/modules effectively including adopting a responsive approach to students
- Effective cross working with Professional Services to support students
- Contribute to relationship management and engagement with key external bodies for teaching at a regional and national level; the national or regional public/cultural sectors/business, industry/professional bodies in relation to teaching, research or enterprise
- Maintain effective, high quality and productive working relationships with professional bodies and employers, as appropriate
- Supervision of undergraduate and where appropriate postgraduate students
- Work with other academics and the administrative teams to deliver excellent student care and support student success and employability
- Contribute to the general academic administrative work of the School and Faculty

Generic:

- Assist the Sociology Team in achieving the University's KPIs
- Contribute to School plans, activities and efficient working practices
- Participate in visit to schools, local community groups, public engagement and related activity

- Demonstrate a commitment to equality, diversity and inclusion through teaching practice and / or engagement with University initiatives
- Contribute to peer review and School based teaching development activities
- Promote your work and represent your discipline and the work of the University internally and externally, and take a proactive approach to ethical, good practice

Managing Self

- Develop expertise in inquiry/research-informed teaching with an increasing degree of autonomy
- Keep abreast of developments within the field and seek continuous improvement of own professional practice
- Actively participate in established professional development framework activities
- Behave in a manner which reflects the University values and creates a positive environment for work and study
- Maintain a high standard of student engagement and satisfaction
- Seek to maximise the learning outcomes of students

Core Requirements

- Adhere to and promote the University's policies on Equality, Diversity and Inclusion and Information Security;
- Ensure compliance with Health & Safety and Data Protection Legislation;
- Support and promote the university's Sustainability policies, including the Carbon Management Plan, and carry out duties in a resource efficient way, recognising the shared responsibility of minimising the university's negative environmental impacts wherever possible

Additional Requirements:

Any other duties commensurate with the post and grade as agreed with the Head of School and the PVC of the Faculty.

KEY PERFORMANCE INDICATORS:

Performance Indicators will be established in consultation with the Academic Portfolio Lead (Sociology) as part of the post-holder's annual Appraisal and Professional Development Review

KEY RELATIONSHIPS (Internal & External):

Faculty PVC; Head of School; Deputy Head of School; Portfolio Leaders, School Leads (Research and Enterprise, Teaching and Learning, Student Experience, Employability); Humanities and Social Sciences staff (academic and administrative), students

PERSON SPECIFICATION	
Essential	Desirable
Experience <ul style="list-style-type: none"> • Delivery of high quality and innovative teaching in the field of Sociology • Leading courses/modules effectively and demonstrating a responsive approach to students • Contributing to subject, professional and/or pedagogical research and other scholarly activities in the field of Sociology • Student care and pastoral provision Skills <ul style="list-style-type: none"> • Outstanding organisational and IT skills • Excellent communication, interpersonal and teamwork skills • A reflective approach which includes an ability to engage with and respond to feedback Qualifications <ul style="list-style-type: none"> • PhD in Sociology, Social Policy or a relevant Social Science discipline Personal attributes <ul style="list-style-type: none"> • We are looking for people who can help us deliver the values of the University of Greenwich: Excellence, Determination, Inclusivity, Ambition and Creativity 	Experience <ul style="list-style-type: none"> • Postgraduate teaching/supervision • Creating professional/community partnerships • Ability to teach across disciplines • Designing and leading significant teaching and assessment activity • High quality publications • Initiating the development of Research bids • Curriculum development in Sociology • Experience and knowledge of blended learning practices • Application for research funding and other bids Skills <ul style="list-style-type: none"> • N/A Qualifications <ul style="list-style-type: none"> • Fellowship of a relevant professional body • Teaching qualification Personal attributes <ul style="list-style-type: none"> • N/A