



Candidate Information

Position:	Lecturer (Education) Adult Nursing
School/Department:	Nursing and Midwifery
Reference:	20/108276
Closing Date:	Wednesday 5 August 2020
Salary:	AC2 - £33,797 to £40,322 per annum. AC3 - £41,526 to £51,034 per annum.
Anticipated Interview Date:	Monday 24 August 2020

JOB PURPOSE:

To undertake teaching in the area of Adult Nursing at undergraduate and postgraduate level, and to contribute to the School's administration/outreach activity. To maintain a portfolio of appropriate scholarly activity and contribute to School administration/outreach activity (AC3 level only).

MAJOR DUTIES:

Teaching:

1. Deliver a range of teaching and assessment activities in Adult Nursing within an established programme including lectures, setting/marking coursework, practicals, and field work to undergraduates and postgraduates.
2. Select appropriate assessment instruments and criteria, assess the work and progress of students by reference to the criteria and provide constructive feedback to students.
3. Seek ways of improving performance by reflecting on teaching design and delivery and obtaining and analysing feedback.
4. Supervise practical work where it is part of the course, and advise students on techniques.
5. Plan and develop independent teaching contributions and contribute to the design or revision of course units.
6. Help to develop appropriate teaching approaches and contribute to curriculum development.
7. Develop and use a range of appropriate assessment instruments and criteria, assess the work and progress of students by reference to the criteria and provide constructive feedback to students (AC3 level only).
8. Develop approaches to teaching and learning, which are appropriate for Adult Nursing and may reflect developing practice (AC3 level only).
9. Contribute to the enhancement of quality teaching within Adult Nursing, School or Faculty (AC3 level only).
10. Contribute to the design of innovative teaching programmes and contribute to curriculum development (AC3 level only).

Scholarly Activity:

1. Engage in scholarly activity e.g. participate in conferences, external funding applied for, book reviews and teaching/professional materials published.
2. Develop networking links with relevant professional bodies to ensure that own teaching reflects current best practice in Adult Nursing.
3. Maintain and develop teaching and subject expertise.
4. Engage in scholarly activity e.g. conference paper presentations, external funding secured, book reviews published, writing practice manuals, publication of professional materials (AC3 level only).
5. Develop proposals and prepare, in collaboration with others, funding bids for external contract work that might involve, for example, publishing materials for use within a profession (AC3 level only).

Administration/Contribution to the Community:

1. Contribute to the School's outreach strategy by developing external links and contribution to Open Days and other course promotional events.
2. Provide pastoral care for students within own area to ensure, as far as practicable, that relevant issues are dealt with in a timely, sympathetic and effective manner.
3. Carry out designated routine School administrative duties, including, for example, committee work, course administration, etc
4. Be responsible for the record-keeping associated with teaching and the preparation of teaching materials.

5. Contribute significantly to the development and running of the School such as taking on appropriate School co-ordinating roles, assisting in the process of admissions, preparation of submission for teaching quality assessment etc. (AC3 level only).
6. Act as a personal tutor and link lecturer for students within the discipline of Adult nursing to ensure, as far as practicable, that relevant issues are dealt with in a timely, sympathetic and effective manner (AC3 level only).

Planning and Organising:

1. Plan and manage own teaching and tutorials as agreed with Head of School/mentor.
2. Modules are designed/updated in line with School's teaching strategy.
3. As module co-ordinator, liaise with others (such as support staff or academic colleagues) to ensure student needs and expectations are met (AC3 level only).
4. Plan for and set teaching objectives over a number of years (AC3 level only).
5. Manage projects relating to own area of work (AC3 level only).

Resource Management Responsibilities:

1. Manage teaching resources, laboratories and workshops as required.
2. Act as mentor for students.
3. Mentor colleagues with less experience and advise on personal development (AC3 level only).
4. Depending on the area of work, could supervise the work of others (AC3 level only).
5. Manage own teaching and administrative demands under general supervision of Head of School (AC3 level only).
6. Assist in the development of skills and competence in others (for example through the supervision of Teaching Assistants) (AC3 level only).

Internal and External Relationships:

1. Membership of the School Board and Examination Board and such committees relevant to their administrative duties.
2. Collaborate with other staff within School.
3. Involved in developing links or joining external networks to share information and ideas.
4. Contribute to the School's outreach programme by establishing links with local community groups, industries, etc.
5. Participate in and develop 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 (AC3 level only).

ESSENTIAL CRITERIA:

1. Primary degree in Nursing or a related subject.
2. Higher degree (Masters or equivalent in a relevant subject area).
3. Current registration status with the Nursing and Midwifery Council as a Registered Adult Nurse or possession of the qualifications required for such registration.
4. Evidence of continuing professional development.
5. Evidence of ability to publish.
6. Evidence of scholarly activity e.g. conference paper presentations, external funding secured, book reviews published, writing practice manuals, publication of professional materials. (AC3 level only).
7. Experience of lecturing or teaching, commensurate with stage of career.
8. Teaching experience at undergraduate and / or postgraduate level in Nursing (AC3 Level only).
9. Minimum of 2 years clinical Adult experience within the last 5 years (AC3 Level only).
10. Evidence of good teaching evaluations (AC3 Level only).
11. Experience of contribution to broader management and administrative processes.
12. Relevant academic administrative/management experience (AC3 Level only).
13. Ability to design course materials and to plan and organise the delivery and assessment of taught courses in own specialism.
14. Good organisational skills with the ability to work on own initiative.
15. Understanding of resource management processes and skills to apply them effectively.
16. Good communication skills with the ability to impart complex information concisely and clearly.
17. Effective interpersonal skills to liaise with students and colleagues.
18. Ability to work independently with a high level of motivation whilst also working in a team.
19. Ability to encourage commitment to learn in others.
20. High level of analytical capability.
21. Appointment to this post is subject to the successful candidate's Enhanced Criminal Record Check.

22. Must be prepared to travel when required.

DESIRABLE CRITERIA:

1. Completion of a PGCHET (or equivalent) or HEA membership.
2. Doctoral degree in Nursing or related subject.
3. Experience in developing a programme of educational research. (AC3 only).
4. Experience of module co-ordinatorship (AC3 Level only).
5. Experience of teaching postgraduate (taught) students (AC3 Level only).
6. Experience of student mentorship / or pastoral tutor (AC3 Level only).
7. Experience of educational quality assurance mechanisms (AC3 Level only).
8. Experience of a range of assessment methodologies (AC3 Level only).
9. Demonstrable understanding of the complexities of marketing/selling Higher Education in either domestic or international markets (Ac3 level only).