

Role Profile	Teaching and Research Level 2
Job Title	Postdoctoral teaching and research fellow
Grade	6
Responsible to	Chair of Department or Delegated Authority
Job Purpose	In a development capacity, this role will allow the post-holder to broadly support the work of the department and enhance its academic reputation both externally and internally. Such support will involve undertaking both teaching duties within an established programme of study, and research duties, including carrying out independent research and/or working in collaboration with other academics.

Principal Accountabilities

Research and Scholarship

- Help maintain a sound research base within the department in order to assist with the development of research objectives and proposals for own or joint research
- Conduct individual and/or collaborative research projects.
- Write up research work for publication.
- Contribute to preparing proposals and applications to external bodies, e.g. for funding and contractual purposes, to support a research agenda.
- Continually update own knowledge and understanding in the chosen field of specialism.

Teaching and Learning Support

- Teach as a member of a teaching team in a developing capacity within an established programme of study, with the assistance of a mentor if required.
- Develop own teaching materials, methods and approaches with guidance.
- Identify learning needs of students and define appropriate learning objectives.
- Ensure that content, methods of delivery and learning materials will meet the defined learning objectives.
- Supervise the work of students, provide advice on study skills and help them with learning problems.

- Select appropriate assessment instruments and criteria, assess the work and progress of students by reference to the criteria and provide constructive feedback to students.

Administration and Other Activities

- Undertake duties related to taught programme administration, such as keeping attendance records, etc.
- Ensure compliance with health and safety in all aspects of work.
- May be expected to attend departmental meetings.

Knowledge, Skills, and Experience Required

- Good honours degree and postgraduate qualification or equivalent in relevant discipline.
- Sufficient breadth or depth of specialist knowledge in the discipline and of teaching methods and techniques to work within own area.
- Competence in teaching.
- Developing familiarity with a variety of strategies to promote and assess learning.
- Proven ability in research and a developing research profile with the ability to publish and/or produce high quality research output.
- Sufficient breadth and depth of specialist knowledge in the discipline and of research methods to work within established research programmes.
- Ability or potential to contribute to the development of funding proposals.
- Understanding of equal opportunity issues as they may impact on areas of teaching and research content.