

<b><u>Job Description and Person Specification for:</u></b> Lecturer / Senior Lecturer in Speech and Language Therapy	
<b><u>Department:</u></b> School of Rehabilitation, Sport and Psychology	<b><u>Reports to:</u></b> Head of School for Rehabilitation, Sport and Psychology
<b><u>Salary (Band/Annual/Pro rata):</u></b> Lecturer - £36,261 - £42,661 per annum Senior Lecturer - £45,864 - £51,194 per annum	<b><u>Responsible for:</u></b> Contributing to the development and delivery of teaching, research and scholarship, and placement provision in speech and language therapy.
<b><u>Hours per week/FTE:</u></b> 36.25 (1.0FTE)	<b><u>Working Pattern:</u></b> As required for the needs of the role but generally between normal working hours Monday – Friday. Some weekends might be required for e.g. Open Days.
<p><b><u>Job Purpose/Summary:</u></b> The post holder will be primarily responsible for the delivery, assessment and supporting the learning of student speech and language therapists and other health professions students across the Institution, with the opportunity to be course leader for the new MSc Speech and Language Therapy (pre-registration). In addition, they will be expected to contribute to collaborative research projects or to be actively developing their own personal research portfolio in support of AECC University College’s research strategy. They may be required to undertake teaching in other subject areas as directed by the relevant Course Leader or Head of School and are expected to undertake any other appropriate activities to develop and enhance the reputation of the School.</p>	
<p><b><u>Main Responsibilities/Key Tasks:</u></b></p> <p><b>Educational</b></p> <ul style="list-style-type: none"> <li>• Undertake such teaching duties as are appropriate and in particular, to make an influential contribution to the development and delivery of speech and language therapy and rehabilitation taught in the School of Rehabilitation, Sport and Psychology at the University College</li> <li>• To foster an environment conducive to learning, enquiry and research</li> <li>• To support students to develop and advance clinical skills, knowledge and critical thinking</li> <li>• To contribute to the design and delivery of curriculum, which will include the co-ordination of student placement experiences in consultation with colleagues</li> <li>• To conduct formative and summative assessment, ensuring this is rigorous, fair and clear and provide constructive feedback within the policies established by the University College</li> <li>• To maintain their own professional development and mandatory training in relation to education and clinical practice</li> <li>• To contribute to high quality research, publishing the results in peer reviewed journals</li> <li>• To provide support to individual students and groups of students in accordance with the institution’s procedures, referring students to further support services as appropriate</li> <li>• To contribute to the oversight of the quality of learning and teaching through course monitoring and to contribute to quality assurance and enhancement activities</li> </ul> <p><b>Additional Responsibilities for Senior Lecturer</b></p> <ul style="list-style-type: none"> <li>• To lead staff in the development and delivery of course content, course units and projects which enhance the student experience and academic quality</li> </ul>	

- To contribute to and lead staff in the conduct of formative and summative assessment, ensuring this is rigorous, fair and clear and provide constructive feedback within the policies established by the University College
- To supervise students undertaking research as part of their education
- To mentor staff in research activity

### **Professional**

- To demonstrate a professional approach to work and act in accordance with the University College's staff conduct policies and the relevant PSRB Codes of Conduct.
- To act as a role model to students, demonstrating the attitudes and behaviours expected of a healthcare professional and lecturer at all times
- To stay abreast of developments in pedagogy and technology enhanced learning and to ensure that these developments are reflected in the evolution of the learning and teaching methods employed
- To have knowledge of and adhere to University College policy and professional standards and ensure that team members do the same
- To maintain confidentiality in all matters related to student and (where appropriate) patient's welfare
- To ensure documentation is completed within agreed deadlines and to an appropriate standard
- To participate in staff appraisals, staff development, mandatory training and other activities deemed necessary for their development
- To undertake scholarly activities relevant to the subject, their teaching responsibilities and professional practice maintaining a level of subject expertise in line with the latest developments in their subject area.
- To maintain PSRB requirements for professional registration and retain oneself as a practising registrant

### **Additional Responsibilities for Senior Lecturer**

- To disseminate knowledge and expertise to peers through staff development opportunities
- To identify and maintain opportunities for professional practice and support students and colleagues in their own CPD

### **Additional Duties**

The information provided above is intended to summarise the key responsibilities and duties of the role. The post holder may be required from time to time to carry out other reasonable requests and duties as required, consistent with the responsibilities of their role and development as agreed between employee and line manager.

- To undertake administration duties including, for example, attending meetings, training events and participating in committees and working groups to which they are elected or appointed
- To encourage and promote the generation of income including participation in enterprise activities such as the development of CPD provision.
- To actively contribute towards the institution's quality standards and working towards the continuous improvement of the institution
- To comply with institutional Safeguarding policies and procedures
- To have knowledge of and work within the University College's Health and Safety Policy ensuring that it is adhered to in the post holder's areas of responsibility.
- To have consideration of and demonstrate a commitment to equal opportunities for staff
- To have knowledge of and work within the University College's Dignity, Diversity and Equality Policy.
- To undertake other activities identified from time to time commensurate with the level of the post.

### **Additional Responsibilities for Senior Lecturer**

- To undertake scholarly activities relevant to the subject, your teaching responsibilities and professional practice maintaining a level of subject expertise in line with the latest developments in your subject area.
- Carry out any additional leadership duties as required by the Head of School.



<u>Requirement:</u>	<u>Essential:</u>	<u>Desirable:</u>
<p><b>Education, Training and Qualifications</b></p>	<ul style="list-style-type: none"> <li>▪ BSc Speech and Language Therapy / MSc Speech and Language Therapy (pre-registration), or any other accepted international equivalent</li> <li>▪ Up to date current subject knowledge</li> <li>▪ Hold a Masters in a relevant discipline or have experience commensurate with this level.</li> <li>▪ Relevant professional membership</li> <li>▪ HCPC registration (or relevant discipline equivalent)</li> </ul> <p><b>Senior Lecturer</b> As above including:</p> <ul style="list-style-type: none"> <li>▪ Higher education teaching qualification/ HEA fellowship (or eligible for application)</li> <li>▪ Further experience / qualification in a clinical specialism</li> </ul>	<ul style="list-style-type: none"> <li>▪ Hold or be working towards a relevant post-graduate qualification</li> <li>▪ Possession of a teaching qualification or working towards one</li> <li>▪ Fellow of the Higher Education Academy</li> </ul> <p><b>Senior Lecturer</b> As above including:</p> <ul style="list-style-type: none"> <li>▪ PhD / Professional Doctorate</li> <li>▪ Engagement with extended professional activities at a high level e.g. via committee membership, editorial board engagement, etc.</li> </ul>
<p><b>Skills and Knowledge</b></p>	<ul style="list-style-type: none"> <li>▪ Have knowledge and skills in a range of speech and language therapy domains</li> <li>▪ Competence in administration and IT literate with good knowledge of MS office suite of products</li> <li>▪ Excellent communication, and presentation skill and an ability to convey both simple and complex information</li> </ul> <p><b>Senior Lecturer</b> As above including:</p> <ul style="list-style-type: none"> <li>▪ Ability to provide students at all levels with appropriate academic and pastoral support</li> <li>▪ Knowledge of the concept of adult learning and how to effectively develop these principles within students</li> <li>▪ Up to date knowledge of contemporary research related to the speech and language therapy profession and wider healthcare setting</li> </ul>	<ul style="list-style-type: none"> <li>▪ Experience of teaching in higher education</li> </ul> <p><b>Senior Lecturer</b> As above including:</p> <ul style="list-style-type: none"> <li>▪ High level capabilities in the application of a range of media/ technologies in an educational environment.</li> </ul>

<p><b>Experience</b></p>	<ul style="list-style-type: none"> <li>▪ Appropriate clinical experience within the NHS or private sector</li> <li>▪ Experience in competency assessments of students</li> </ul> <p><b>Senior Lecturer</b> As above including:</p> <ul style="list-style-type: none"> <li>▪ Extensive teaching experience in higher education including, lecturing, small group learning, problem-based learning and clinical skills development</li> <li>▪ Contributed to research publications in peer reviewed journals</li> </ul>	<ul style="list-style-type: none"> <li>▪ Previous experience in teaching, supervising or mentoring undergraduate or postgraduate students.</li> </ul> <p><b>Senior Lecturer</b> As above including:</p> <ul style="list-style-type: none"> <li>▪ Coordination and recruitment of placement opportunities</li> <li>▪ Engagement with access and widening participation initiatives</li> <li>▪ A portfolio of research publications in peer reviewed journals</li> <li>▪ Experience of curriculum design and professional accreditation of courses</li> <li>▪ Experience of leading teams</li> </ul>
<p><b>Personal Attributes</b></p>	<ul style="list-style-type: none"> <li>▪ Excellent interpersonal skills and able to communicate well with staff, students and external stakeholders</li> <li>▪ An ability to adapt and work flexibly to meet the demands of higher education, and maintain an excellent student experience</li> </ul> <p><b>Senior Lecturer</b> As above including:</p> <ul style="list-style-type: none"> <li>▪ Demonstrates empathy and understanding in dealing with patients</li> <li>▪ Demonstrates fairness and equality with confidence in handling student complaints and implementing institutional policies</li> </ul>	<ul style="list-style-type: none"> <li>▪ Demonstrates empathy and understanding in dealing with patients</li> </ul>
<p><b>Abilities</b></p>	<ul style="list-style-type: none"> <li>▪ An ability to work independently and as part of a team in both teaching and research.</li> <li>▪ Ability to convey simple and complex information and academic concepts</li> </ul> <p><b>Senior Lecturer</b> As above including:</p> <ul style="list-style-type: none"> <li>▪ Ability to lead and manage teams</li> <li>▪ An ability to initiate developments in the curriculum and take responsibility for their delivery</li> </ul>	<ul style="list-style-type: none"> <li>▪ An ability to develop and foster students' learning skills.</li> <li>▪ Experience of HEI course development</li> </ul> <p><b>Senior Lecturer</b> As above including:</p> <ul style="list-style-type: none"> <li>▪ Ability to evidence research impact</li> <li>▪ Ability to devise a cogent research plan to maintain and develop an outstanding research profile</li> </ul> <p>Ability to lead teams and support others in applying for research grants and other sources of external funding for research and enterprise activities</p>



<p><b>Other Requirements</b></p>	<ul style="list-style-type: none"> <li>▪ A commitment to support the University College's equality and diversity policy</li> </ul> <p><b>Senior Lecturer</b> As above including:</p> <ul style="list-style-type: none"> <li>▪ Engagement with curriculum development activity.</li> </ul> <p>Engagement with professional body approval events</p>	<p><b>Senior Lecturer</b> As above including:</p> <ul style="list-style-type: none"> <li>▪ Experience of being an external examiner/consultant</li> </ul>
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**NB:** *The purpose of the job description is to indicate the general level of responsibility of the position. The duties may vary from time to time without changing their general character or level of responsibility.*

The AECC University College is committed to equality of opportunity and welcomes applications from everyone regardless of ethnicity, disability, gender, age, faith or sexual orientation.

If need for action or an opportunity is identified, this must be brought to the attention of the Chief Operating Officer. The Chief Operating Officer will periodically review this job description and modify it to meet the changing demands of the College and the department.