

Job Summary

<p>Job Title: Teaching Fellow in Histories of Medicine and Welfare</p> <p>Grade: 7</p> <p>Job reference: SAH00096</p> <p>Department: School of History</p> <p>Post Responsible To: Head of School</p>	
<p>Job Purpose:</p> <p>As the post holder you will undertake pre-assigned teaching in the fields of Medical History and the History of Welfare across the period 1600 to the present, as well as more generalised teaching across the programme. You will also carry out administration, recruitment and other activities as required by the School.</p>	
<p>Principal Accountabilities:</p> <p>Teaching</p> <ul style="list-style-type: none"> To undertake undergraduate and postgraduate teaching in the fields of Medical History and the History of Welfare across the period 1600 to the present. To teach specialist modules at all levels of the BA and MA degrees, to include leadership of the third year special subject 'Poverty and welfare in Britain 1597 to the present'; the second year comparative course 'Histories of Medicine' and contributions to the MA Medical Humanities. To develop and deliver lectures, seminars, tutorials and other classes as appropriate in support of the required teaching obligations. To supervise undergraduate dissertations in History where appropriate. To ensure that student feedback on teaching is sought through questionnaires and other sources, and to respond constructively to such feedback and to advice from peers. To maintain a broad knowledge of current research and scholarship in relevant fields to ensure that teaching meets the standards expected within a research-led University. To undertake the normal academic duties (such as setting examination questions, marking, invigilation, and pastoral support of students) required to sustain the delivery of high quality teaching. To support and comply with the University and departmental teaching quality assurance standards and procedures including the provision of such information as may be required by the School or University. <p>Administration and Other Activities</p> <ul style="list-style-type: none"> To undertake such specific roles and administrative duties as may be reasonably required by the Head of School. To attend meetings convened in the School, and to participate in other committees and working groups within the School, the College and University to which appointed or elected. To participate in relevant professional activities. 	<p>% Time</p> <p>80%</p> <p>20%</p>

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- To undertake, subject to the agreement of the Head of School and the University external commitments which enhance the reputation of the University.
- To ensure compliance with health and safety requirements in all aspects of work.

Resources Managed:

Students: Expected to act as personal tutor for undergraduate and postgraduate students. The numbers will be in line with the School allocation.

Teaching/ Administration: Teaching responsibilities will be allocated by the Head of School in line with the requirements of this appointment.

Administration: Administrative responsibilities will be allocated by the Head of School in line with the requirements of the appointment.

Internal and External Relationships:

It is expected that the post holder will be available for regular contact with his/her students providing support, motivation, encouragement and supervision.

Planning and Organising:

Teaching: The post holder will be required to plan teaching activities within the curriculum. This will include module design, course delivery, dissertation supervision, course assessment, marking and submission of results in line with School and University procedure.

The post holder will contribute to curriculum development through appropriate revision of module content, taking due account of student and other feedback, under the guidance of the School's Learning & Teaching Committees.

For some modules the post holder will be jointly responsible, along with other members of staff, for planning and organising teaching activities.

Qualifications, Knowledge and Experience:

Essential

- A first degree in a relevant subject area.*
- A completed PhD (or equivalent) in History.*
- Experience of teaching undergraduate students in lectures, tutorials or seminars.*
- A demonstrable ability to teach the histories of medicine and welfare over the period 1600 to the present.*

Desirable

- Ability to contribute to the ongoing development of the Centre for Medical Humanities.
- Experience of research-led teaching
- Experience of working with first year undergraduate students

****Criteria to be used to shortlist candidates for interview***

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Skills, Abilities and Competencies:

Essential

- High level of proficiency in English, sufficient to undertake research, teaching and administrative activities utilising English Language materials and to communicate effectively with staff and students
- Good oral and written* communication skills.
- Demonstrable ability to work as part of and enhance the performance of teaching teams*
- Demonstrable interdisciplinary teaching and scholarship.*
- Good interpersonal skills.
- Ability to initiate developments in the curriculum and to take responsibility for the effective and efficient delivery of required teaching programmes.*
- Ability to contribute to existing modules in History.

Desirable

- The ability to communicate clearly and effectively with undergraduate and postgraduate students.
- Competence in IT.
- Ability or potential to initiate work independently as well as part of a team on teaching programmes.
- Experience of using Virtual Learning Environments (VLEs).

****Criteria to be used in shortlisting candidates for interview***

Contract Information:

This is a fixed-term contract for one year from 1st October 2016 to 30th September 2017 and will terminate without further notice from the University on the date stated. This post is required on a temporary basis for a short-term project/piece of work as per the Job Summary.

Working hours:

This is a full-time appointment and you will be expected to work indeterminate hours per week. You may on occasion be expected to work on Sundays, night shifts and/or overtime.

Diversity at Leicester:

The University of Leicester is committed to positively advancing equality of opportunity.

We are proud holders of the Athena Swan Bronze Award which recognises our commitment to advancing the careers of women to overcome under-representation in Science, Technology, Engineering, Mathematics and Medicine (STEMM) in higher education and research. The award reflects our commitment to employment good practice and to the promotion of diversity and equality. We are actively seeking Silver and Gold awards. <http://www.athenaswan.org.uk>

The University is also one of only ten worldwide to be selected to work as active partners with the



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United Nations HeForShe campaign. Please click to find out further information about [Women at Leicester](#)

Applications:

We use a web based, e-recruitment system, which allows you to apply on-line at: www.le.ac.uk/joinus

As part of the online application process, you will be asked to supply contact details for your referees. Please ensure that one of these is your current or most recent employer. *You will also be asked to supply a CV and covering letter to support your application.*

Candidates short-listed for interview will be contacted by the University. If you do not receive a communication from the University within 4 weeks of the closing date, please assume that your application has been unsuccessful.