

JOB DESCRIPTION

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| <p>Job Title: Principal Lecturer in Psychology (substantive role) and Head of Department for Performance, Health and Wellbeing (3 years in first instance)</p> | <p>Band AC4 (Principal Lecturer): £56,021 - £64,914 <i>Opportunity to progress to £68,857</i></p> |
| <p>School: School of Psychology</p> | |
| <p>Department: Performance, Health and Wellbeing</p> | |
| <p>Reporting directly to: Head of the School of Psychology</p> | |
| <p>Supervisory responsibility for: Staff in Performance, Health and Wellbeing</p> | |
| <p>Other Contacts Internal: Head of School, Deputy Head of School, Head of Department for Violence Prevention, Trauma and Criminology, PAS Manager and Academic and Professional Service colleagues within the School. External: Other HEIs, Local and National Stakeholders and External Partners including the Association of Heads of Psychology Departments, British Psychological Society</p> | |
| <p>Main Duties for Principal Lecturer (permanent)</p> <ol style="list-style-type: none"> 1. To undertake learning, teaching and assessment activities at undergraduate and postgraduate level, including: the design and development of innovative and inspiring learning materials; supervision of student dissertations; setting, marking and moderation of student work. 2. To actively engage in a full range of research and knowledge exchange activities commensurate with career stage, including collaborations with colleagues within the school, the wider university, and external institutions. 3. To participate fully in curriculum development work as required including planning, development and evaluation of courses. 4. To act as a Personal Academic Tutor. 5. To carry out administrative work and participate in relevant committees within the School and University. 6. To act as a module leader and course leader on either undergraduate or postgraduate courses in the department as opportunities arise. 7. To engage in personal and professional development, including active engagement in research, scholarship, CPD and/or professional practice. 8. To participate in recruitment and marketing of courses within the department, by engaging in open events, taster sessions and outreach work. 9. To carry out any other reasonable duties as requested by the School Senior Management Team. | |

10. Take steps to ensure and enhance personal health, safety and well-being and that of other staff and students.

Carry out these duties in a manner that promotes equality of opportunity and supports diversity and inclusion and takes into account the University's commitment to environmentally sustainable ways of working.

The above does not represent an exhaustive list of duties associated with this role.

Main Duties for Head of Department (3-year role allocation, attracts a reduction in teaching of 0.5 FTE, with possible renewal by the Head of School for a further 3-year period)

Working with the Head of School and Deputy Head of School, provide effective and efficient management and leadership of the academic Department through:

1. Active participation in the management and strategic direction of the School in line with University Strategic Plan as a member of the School senior management team.
2. Co-ordinating all aspects of the academic department, including curriculum developments.
3. Overseeing and managing Course Leaders to ensure key metrics for student recruitment, retention, experience and outcomes are met/exceeded.
4. Ensuring the effective implementation of the University of Worcester's policies, processes and procedures, including Academic Quality processes; monitoring, assuring and enhancing the quality of the academic provision within the Department.
5. Development of the Department through stakeholder engagement, including relationship management of both national and international academic partners and PSRBs (e.g. BPS).
6. Continued development of a student-centred, research-informed learning experience for all students and promoting the development and application of effective and innovative learning resources to support the learning experience.
7. Active engagement in their academic discipline, leading by example with excellent teaching, and research if appropriate.
8. Supporting, empowering, developing and line managing staff within the academic Department: communicating effectively and purposefully; organising and leading regular Departmental meetings; allocating staff workloads, ensuring teaching cover, organising holiday cover, organising absence cover, appraisals, probation and performance management.

AND such other duties within the scope of the role purpose, the title of the role and its grading.

*Maintain personal and professional development to meet the changing demands of the job; participate in appropriate training activities and encourage and support staff in their development and training.

Selection methods:

Shortlisted candidates will be invited to undertake:

1. A formal panel interview (45 minutes);
2. A presentation (15 minutes) to the interview panel outlining the top three priorities you will address during the first 12 months in the Head of Department role;
3. A teaching session (20 minutes) suitable for Level 5 BSc Psychology students on a topic related to your own research, to demonstrate how you would deliver inspiring, interactive, and inclusive research informed teaching.