



University of Plymouth

Role:	Lecturer in History and Archival Practice
Grade:	7
Reports to:	Associate Head of School: History and Art History
Direct responsibility for:	n/a

Role Summary:

Every member of staff at University of Plymouth contributes to delivering the University's mission to advance knowledge and transform lives through education and research.

As a lecturer at University of Plymouth, you will be expected to:

- Contribute to and, as appropriate, lead the provision of outstanding undergraduate and postgraduate teaching, research and knowledge transfer.
- Enable skills development amongst the University's students, in respect to both taught subjects and research.
- Ensure that teaching and research are of the highest standards and are able to enhance the employability of our students and the reputation of our research group, Faculty, School and University.
- Ensure that the University is at the forefront of teaching, research practice and innovation and that research is in alignment to the local and/or institutional research strategy.

The successful candidate will teach and, as appropriate lead, modules across our undergraduate/postgraduate History programmes and the new MA in Archival Practice. You will have expertise in the field and wide experience of relevant teaching.

All activities undertaken within this role need to be in compliance with the University's Safety Policy and undertaken in a way that demonstrates the University's commitment to Equality and Diversity for staff, students and partners.

Key Accountabilities:

- *This job description provides a general reflection of the key accountabilities associated with the post, it is expected that the role holder will undertake any other reasonable activities to assist in efficient service delivery*
- *Particular emphasis on key accountabilities and indicators of success will be defined in discussion between the individual employee and their manager as part of the University's PDR process.*
- **Grade 7 and 8 represent points on a continuum. Grade 7 roles are primarily developmental. Where the individual is developed sufficient to deliver all elements of the role to a high standard (such as achieving PGCAP), the expectation is that they will transition to Grade 8 and will be performance managed appropriately.*

Accountability	Indicators of Success
<ul style="list-style-type: none"> • Engage in the development of research objectives, projects and proposals, conducting research individually or collaboratively and ensuring that the outputs of research are used to enhance teaching where relevant. Identify suitable sources of funding and contribute to the process of securing funds. 	<ul style="list-style-type: none"> ▪ Research group, Faculty, School and University reputation ▪ High quality research outputs as judged by accepted standards of excellence in relevant discipline ▪ Value of external research funding benchmarked according to research speciality ▪ Peer review ▪ External profile and reputation ▪ Individual contribution to the REF and external review of outputs ▪ PDR feedback
<ul style="list-style-type: none"> • Identify where current provision is in need of revision and improvement using the most effective teaching, learning support and assessment methods. Individually or collaboratively design and deliver: teaching materials, modules and programmes, and fit for purpose assessment processes. • Provide high quality teaching as appropriate. 	<ul style="list-style-type: none"> ▪ Student learning outcomes ▪ Student satisfaction survey outputs ▪ Teaching observation and peer review ▪ Module evaluations ▪ PDR feedback
<ul style="list-style-type: none"> • Engage with relevant professional bodies and organisations to support their work and inform teaching so that the student experience and their employability are enhanced. 	<ul style="list-style-type: none"> ▪ Student learning outcomes ▪ Student satisfaction survey outputs ▪ PDR feedback
<ul style="list-style-type: none"> • Participate and develop external networks and build the reputation of the organisation through disseminating learning through appropriate fora. 	<ul style="list-style-type: none"> ▪ Research group, Faculty, School and University profile ▪ External profile and reputation ▪ PDR feedback ▪ Contribute to the REF submission

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<ul style="list-style-type: none"> Contribute to commercial enterprise in the University drawing on internal and external partnerships. Develop ideas for generating income and promoting a subject area. Identify appropriate sources of funding for courses or programmes and contribute to the process of securing. 	<ul style="list-style-type: none"> Value of research funding Success rate in grant applications Income generation resulting from commercial enterprise PDR feedback
<ul style="list-style-type: none"> Provide pastoral care and supervise students on projects, field trips, placements, including where appropriate in clinical or professional practice, research teams/projects or as PhD supervision. Ensuring that a high quality learning and research environment is provided. This may include undertaking a tutor role. 	<ul style="list-style-type: none"> Student satisfaction surveys Student recruitment Student completion rates PDR feedback
<ul style="list-style-type: none"> Work as a team member, developing productive relationships with other staff and leading programmes and activities where appropriate. Participate in all areas relevant to student experience such as recruitment, marketing, student events and activities. 	<ul style="list-style-type: none"> Peer feedback Staff survey feedback PDR feedback
<ul style="list-style-type: none"> Leverage breadth and depth of specialist knowledge and innovation, to develop teaching and research programmes which are “state of the art” and which engage and enthuse students. 	<ul style="list-style-type: none"> Student recruitment outcomes Student satisfaction survey outputs PDR feedback

Knowledge, Education and Training:

- A first degree in History, Archival Studies, or a cognate discipline, and PhD in History, Archival Studies, or related discipline.
- Knowledge of and expertise in teaching archival practice and history
- Recognised HE teaching qualification or accreditation, or ability to gain this within a defined timescale, usually within 2 years from the date of appointment

Experience:

- Track record of innovation in teaching and learning through module design, delivery and the promotion of good practice
- Proven ability to deliver high quality teaching
- Teaching, administration and assessment of archival practice and history modules
- Experience of pastoral work in HE

Skills:

- Ability to engage students (and fellow staff), motivate and inspire them to perform at their best
- Ability to teach a range of Acting Training techniques and methods
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- Ability to work in a cross-disciplinary and collaborative way
- Ability to facilitate student led creative projects and direct ensemble work

University of Plymouth Behaviours:

- Demonstrates Self-Leadership
- Develops self and others to deliver
- Leads and operates effectively in times of change and ambiguity
- Builds and secures value from relationships
- Drives innovation and action
- Creates and contributes to a shared vision
- Demonstrates sound business judgement

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