SENIOR LECTURER IN SOCIAL WORK

Job Description

Title: Senior Lecturer in Social Work
Department: Psychology, Sociology and Social Work
Faculty: Arts, Business and Social Science
Location: Ipswich
Grade: Grade 9 (see below)
Contract status: Permanent
Hours of work: 1.0 FTE / as necessary to carry out the duties of the post
Pension: USS
Annual Leave entitlement: 30 days plus Bank Holidays
Staff Development: Corporate and Personal Development Programme opportunities. In addition we also offer up to 18 days per academic year to assist you in developing your academic profile.

Reporting to: Head of Department of Psychology, Sociology and Social Work

Purpose of the Job:

To provide learning, teaching and assessment support to full-time and part-time students and to engage in scholarly activity and research.

University of Suffolk

In a world where nothing ever stays the same, we all need to change, evolve, succeed and change again. That’s what we do. Be bold and do the same. Together we’ll achieve more.

The University of Suffolk is a transformational university, absorbing the best of UK university traditions and aligning them with a twenty first century audience and a modern world of employment and entrepreneurship. We are a distinctive, thriving academic community which makes a clear and immediate impact. Our purpose is to change lives – of individuals and communities - for the better.

We are strongly embedded in our local region, and our unique and integrated partnership with four colleges is central to our identity. Our national and international
impact through research and innovation brings recognition and opportunity to the region.

The student experience is at the heart of what we do; the strong partnership between students and staff at the University is central to our ambitions. Our students experience the highest quality in teaching, learning and social environments. Scholarship and high impact research is pervasive within the institution, and we offer our students a transformational experience.

**Department of Psychology, Sociology and Social Work**

The Department of Psychology, Sociology and Social Work is all about change, having impact and making a difference. This is reflected in the range of subjects we teach: psychology, law, criminology, sociology, youth studies, policing, counselling and social work. With a team of over 30 staff, we offer this portfolio of courses to some 500 students. Through teaching, research and collaborative enterprise, we focus on student-centred learning and progression, and meaningful engagement with wider professional and academic communities.

The University's Social Work programme is based in the iconic Waterfront building overlooking the marina at Ipswich’s Neptune Quay. Our BA (Hons) Social Work programme is ranked 7th in the country by the Guardian and we have recently been successful in our bid to for inclusion in the second round of the Government’s Social Work Teaching Partnerships. We have ambitious plans for developing our provision and to play a proactive role in the future of social work education.

More information about the University is available on our website: [www.uos.ac.uk](http://www.uos.ac.uk).

**Duties of the Post:**

The main duties and responsibilities of Lecturers will normally include:

1. Undertake learning, teaching and assessment on our programmes of study.
2. Ensure course deliverables are relevant and reflect best practice and current thinking.
3. Respond to the pastoral care needs of students, seeking help and support from specialists as necessary.
4. Understand contemporary issues relating to own discipline with an awareness of national/international developments.
5. Engage in subject, professional and pedagogical scholarship as required to support teaching and learning.
6. Where appropriate, contribute to consultancy, knowledge exchange and continuing professional development activity within the discipline.
7. Participate in cross-school and cross-institution networks and committees, chairing groups as necessary.
8. Participate in the recruitment of students, attending open days and contributing to recruitment materials as necessary.
9. Undertake a range of activities that contribute to the management and/or administration of the School, which may include
course/programme/module leadership, year tutor-ships, chairing ad hoc working groups and timetabling.

10. Mentor and support colleagues as appropriate, and provide advice and guidance as to their teaching practice and personal development.

11. Create and/or adjust teaching materials and methods to take into account the needs of students with disabilities or other special needs, seeking expert advice and guidance where required.

12. Ensure your own conduct, reflects our Equality and Diversity Policy and, where possible, supports the University’s duty to promote equality.

13. Organise and oversee student placements, projects and field trips.

14. Take responsibility for the health and safety of students and others, conducting risk assessments as necessary, seeking expert help and guidance as needed.

15. Where relevant, comply with relevant regulatory/professional Codes of Conduct.

16. Any other duties as may reasonably be assigned from time to time by the Head of Department or nominee.

This is a generic job description. The duties described are a guide to the work that the post holder may be required to undertake and may be changed from time to time to meet changing requirements.
## Selection Criteria

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<td><strong>Education and Qualifications</strong></td>
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<td></td>
<td>2. A relevant post-graduate qualification or equivalent significant professional experience.</td>
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<td>3. A qualification in social work.</td>
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<td>4. Professional registration with the HCPC.</td>
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<td>5. A recognised teaching qualification or a commitment to achieving such a qualification within a reasonable time period</td>
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<tr>
<td><strong>Knowledge and Experience</strong></td>
<td>6. Significant experience of social work practice.</td>
<td>2. A track record of educational innovation and professional development.</td>
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<td>7. Expertise in contemporary social work issues.</td>
<td>3. Experience of designing new programmes of learning.</td>
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<td>8. Significant experience of teaching in a higher education environment.</td>
<td>4. Experience of supporting social work students on placement.</td>
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<td>9. Experience of supervising learning and assessment.</td>
<td>5. Ability to attract external funding for research and/or consultancy activity, including preparing bids for grant awarding bodies.</td>
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<td>10. An understanding of quality assurance processes.</td>
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<td>11. A recent and relevant track record of successful research or scholarly activity that adds value and enhances understanding of the relevant discipline(s).</td>
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<td><strong>Skills</strong></td>
<td>12. Able to plan and organise own activity so as to meet objectives and deadlines.</td>
<td>6. Curriculum development skills.</td>
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<td>13. Effective team member</td>
<td>7. Ability to travel in the region to visit students on placements.</td>
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<td>14. Excellent communication skills (written and oral).</td>
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<td>16. Good networking skills and ability to build relationships with external professional and academic communities.</td>
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<td>17. Sound professional</td>
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<td>judgement. 18. Competence in the use of virtual learning environments (VLEs).</td>
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<td><strong>Attitude</strong></td>
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<td>19. Commitment to a student-centred approach and to providing students with a high quality experience</td>
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<td>20. An understanding of and commitment to equality of opportunity, and the ability to promote equality through the delivery of teaching and learning.</td>
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<td>21. Commitment to providing students with an appropriate and professional role model.</td>
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<td>22. Open to new ways of working, and prepared to broaden knowledge and expertise into new areas.</td>
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<td>23. Willingness to collaborate and contribute to the development of the programmes, research, and other activities of the Department.</td>
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**Closing date:** Friday 3rd August 2017, at midday  
**Interview date:** Tuesday 15th August 2017

**INFORMAL ENQUIRIES**
For informal enquiries please contact the Head of Department, Professor Noel Smith on telephone number 01473 338183 e-mail noel.smith@uos.ac.uk

**APPOINTMENT TERMS**
Full time, permanent. Grade 9, points 38 – 44. The salary for this role is currently £40,523 to £48,327 pa

**EQUAL OPPORTUNITIES**
The University of Suffolk is a diverse community and is committed to providing equality of opportunity to all staff and students.

**NO SMOKING POLICY**
A no smoking policy operates at all University premises, including the use of electronic cigarettes.
FLEXIBLE WORKING
As a Top 30 Employer for Working Families 2016, we consider flexible working requests for all our vacancies. This might include adjustments to the working location, hours, time, or working on job share basis.

To apply for this post:

- All forms and information can be found on our website [http://www.uos.ac.uk/jobs](http://www.uos.ac.uk/jobs)
- Fill in the Application Cover Sheet and include details of any flexible working request you are making. Please also make clear if you are applying for Senior Lecturer
- Complete the monitoring form
- Attach your curriculum vitae (CV)
- Prepare a cover letter setting out clearly how you meet the essential and desirable criteria for this post
- Return them as Word (.doc) attachments by e-mail to: jobs@uos.ac.uk please put the post title in the subject box of your email.
- If you are unable to email your documents, you may post them to

The Human Resource Team
University of Suffolk
Waterfront Building
Neptune Quay
Ipswich
Suffolk
UK
IP4 1QJ

For general enquiries please contact the HR team on (01473) 338351.

(please scroll down for Lecturer position)
LECTURER IN SOCIAL WORK

Job Description

Title: Lecturer
Department: Psychology, Sociology and Social Work
Faculty: Arts, Business and Social Science
Location: Ipswich
Grade: Grade 8
Contract status: 1 x Permanent or 1 x Fixed Term to 31 July 2018 (please state on your application if you have a preference)
Hours of work: 1.fte / as necessary to carry out the duties of the post
Pension: USS
Annual Leave entitlement: 30 days plus Bank Holidays, pro rata to fte
Staff Development: Corporate and Personal Development Programme opportunities. In addition we also offer up to 18 days per academic year (pro rata for part time working) to assist you in developing your academic profile.
Reporting to: Head of Department, Psychology, Sociology and Social Work

Purpose of the Job:

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APPOINTMENT TERMS
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  The Human Resource Team
  University of Suffolk
  Waterfront Building
  Neptune Quay
  Ipswich
  Suffolk
  UK
  IP4 1QJ

For general enquiries please contact the HR team on (01473) 338351.