

## Job Description: Assistant Professor (Education)

Post title and post number	Assistant Professor
College/Budget Centre	CoLES
School/Department	Psychology
Full time/Part time	Full
Duration of the Post	
Salary	Full G8 Range
Additional information	
Terms and Conditions	Academic Teaching Staff
Closing Date	September 24 <sup>th</sup> , 2024
Grade	8

### Summary of Role

We are looking for creative, thoughtful and collaborative colleagues with a passion for delivering high-quality education and enhancing the student experience. This is an opportunity to join our growing Psychology team based in Dubai. We welcomed our first student cohort onto our undergraduate BSc programme in 2020 and by autumn 2024 we will be supporting well over 150 undergraduate students. We are also starting a new MSc in Mental Health in September 2024. To underpin this growth, we will grow our staff base, ideally from no later than early in 2025. We will consider applicants at grade 8 (assistant professor) and at grade 9 (associate professor).

While we will consider appropriately qualified applicants with expertise in any area of our discipline, applications from candidates with an appetite and aptitude for supporting undergraduate research methods teaching will be looked on favourably, as will applicants with expertise in mental health, neuroscience or human cognition and perception.

This post is an exciting opportunity to join an ambitious World Top 100 University as we continue to grow our long-term strategic mission in Dubai, the UAE and the wider region.

Our School has an international reputation for the knowledge and skills we develop in our graduates, and for research that answers important questions, stimulates new ideas, and makes a difference to individuals, communities, and societies. We are committed to working across our campuses to meet our linked education and research ambitions and to operate as one School on two sites.

Colleagues joining us will be expected to make a significant contribution to the advancement of teaching (policy, practice, standards) of Psychology, and to provide leadership in teaching and learning, and teaching innovation. Management and administration will involve coordinating and supporting activity on the Dubai campus with extensive collaboration and liaison back to our Edgbaston Campus and with colleagues in our School at both locations.

Across all of your activities we will expect exemplary academic citizenship, and a persistent emphasis on developing and maintaining generous, mutually respectful and supportive working relationships with all staff and students and ensuring the way you carry out your role impacts positively on how others can carry out theirs.

### Main Duties / Responsibilities

#### Education

1. You will contribute across the range of teaching and learning activities:
  - contribute to leading curriculum development and/or renewal;
  - develop and manage approaches to teaching and learning that are best practice in the subject area or institution;
  - advise others on aspects of learning, teaching and assessment;

- contribute (where appropriate to the discipline) to specific professional programmes;
  - advance the practice of teaching in their modules and within the school, and play an important role in student academic support;
  - inform your teaching practice by discipline-based research;
  - frequently update your subject expertise, and undertake personal professional development in teaching, including self-reflection on own teaching, using student and peer review feedback, to enhance own teaching and learning processes;
  - you may play an important role in the recruitment and admission of students; and co-supervise doctoral students to completion.
2. Using a variety of methods in teaching and advising individuals and groups of undergraduates, postgraduates, or CPD students, including (as appropriate):
- teaching and examining courses at a range of levels;
  - planning and reviewing your own teaching approaches and encouraging others to do the same;
  - designing contemporary, inclusive, engaging and academically challenging curriculum content;
  - working collaboratively with colleagues to design and deliver teaching, learning and assessment;
  - using digital resources/environments effectively to support learning and assessment;
  - developing programme proposals and making substantial contributions to the design of teaching programmes more widely;
  - where appropriate, undertaking and developing the full range of responsibilities in relation to supervision, marking and examining;
  - developing and advising others on learning and teaching tasks and methods;
  - developing and making substantial contributions to knowledge transfer, enterprise, business engagement, public engagement activities or similar on own specialism that enhances the student experience or employability and which benefits the College and University;
  - devising and supervising projects, student dissertations and practical work.

#### **Management/Administration**

To contribute to Departmental /School administration. This may include:

- contributing to the administration/management of teaching across the Department/School;
- where appropriate, leading and managing a team to devise and implement a new and/or revised process (e.g. new programme or a recruitment drive);
- advising on personal development of colleagues and students;
- making a contribution to administrative activities within the University (e.g. appeals panels, working groups);
- managing enterprise, business development, and public engagement activities;
- developing and making substantial contributions to knowledge transfer, enterprise, business engagement, public engagement, widening participation, schools outreach;
- promoting equality, diversity and inclusion through monitoring and evaluation and actively challenging unacceptable behaviour.

#### **Citizenship**

Contributing to an inclusive working environment:

- pursuing your activities in a way that helps others to pursue their activities effectively and efficiently;
- demonstrating a willingness to be involved in a variety of activities supporting University life (e.g., participation in graduation, Departmental/School committees);
- demonstrating support for colleagues, such as sharing resources, providing advice;

- willingness to volunteer for one-off duties (such as supporting School, Institute, and Departmental projects);
- positively engaging in School strategic initiatives;
- proactive support and involvement in activities specifically contributing to a positive and inclusive community spirit across the School/College/University.

### **Person Specification**

- Normally, a higher Degree relevant to the discipline area (usually PhD) or equivalent qualifications.
- Evidence of aptitude for teaching and scholarship within subject specialism.
- Evidence of ability to devise, advise on and manage learning.
- Evidence of ability to manage, motivate & mentor others.

#### **Teaching**

- Ability to design, deliver, assess and revise teaching programmes.
- Aptitude for developing appropriate approaches to learning and teaching and advising colleagues.

#### **Management Administration**

- Ability to contribute to School/Departmental management processes.
- Ability to assess and organise resources effectively.
- Understanding of and ability to contribute to broader management/administration processes.
- Motivation to champion Equality, Diversity and Inclusion in own work area.
- Ability to monitor and evaluate the extent to which equality and diversity legislation, policies, procedures are applied.
- Ability to identify issues with the potential to impact on protected groups and take appropriate action.