**Faculty of Humanities and Social Sciences**

**School of English**

**Assistant Professor (Lecturer) in Applied Linguistics**

**The University of Nottingham Ningbo China (UNNC)**

The University of Nottingham Ningbo China (UNNC) was the first foreign university to open in China and is part of The University of Nottingham, which is ranked in the top 1% of all universities worldwide according to the QS World University Rankings 2013.

Placed 7th in the UK for research power by the current national Research Assessment Exercise (RAE), Nottingham is a major research institution delivering work that is defined as ‘world-leading’ or ‘internationally excellent’.

Described by *The Times* as “the nearest Britain has to a truly global university”, The University of Nottingham has invested continuously in its award-winning campuses in the UK, China and Malaysia, attracting talented staff and students from all over the world.

UNNC delivers The University of Nottingham’s top-quality teaching and high-impact research from its base in Ningbo, Zhejiang province, China. Located about two hours south of Shanghai by train, UNNC has more than 7,000 students and 600 staff from around 50 countries worldwide.

**High-quality research and education**

Since opening our doors in 2004, we have established ourselves as one of China’s leading providers of international education, as well as an inspiring and stimulating place to work.

Both academic and professional services staff are either seconded from The University of Nottingham in the UK or recruited to The University of Nottingham’s standards.

Our academics are expected to be effective teachers but are also given support to carry out high-impact research that is relevant to China's interests and needs. Research spans all faculties and disciplines and staff are encouraged to present their work at international conferences, while professional services staff at all levels benefit from career development support.

The University’s working language is English and all our degree programmes, coursework materials and exams are in English.

Our teaching is subject to the same quality assurance processes as The University of Nottingham and our students graduate with a Nottingham degree. High standards are maintained across the three campuses through continuous module assessment, internal audits and external examination.

**A global university in China**

By joining UNNC you be living in China at the height of its economic development, gaining a global perspective and experiencing an exciting new culture.

Our secure, green campus has clean, comfortable and secure accommodation for staff and a dedicated clinic with doctors and nurses on 24-hour call. A convenient on-campus high street has a range of shops, restaurants, an ATM and spaces for recreation, while shopping malls, entertainment facilities and other amenities are all within walking distance or a short bus or taxi ride from the campus.

There are three established international schools in Ningbo and more are set to open to cater to the city’s growing international community.

Populated with more than seven million people, Ningbo offers the opportunity to feel at home among an array of international shopping outlets, restaurants, clubs and bars. It also provides the chance to embrace culture and tradition – bustling streets house markets selling a variety of antiques, textiles and delicious Ningbo cuisine.

Ranked 7th in *Forbes’* (2012) list of the top cities for business in China, Ningbo’s import and export industry is one of the most important to the city and its businesses. The city is a mix of modern skyscrapers and traditional architecture, which complement stunning parkland and scenic spots.

The city’s excellent transport links mean that Ningbo is easy to travel around and an ideal base from which to explore China and Asia. The city’s airport connects it to China’s major cities as well as some international destinations, such as Hong Kong, Macau and Taipei.

**The School of English at the University of Nottingham Ningbo China**

The School of English at UNNC was founded in 2007, developing a range of Masters and BA programmes in the areas of English and Applied Linguistics, including MA in Interpreting and Translation Mandarin and English. Additionally, the Centre for Research in Applied Linguistics in China (CRALC) was established as a branch of CRAL in Nottingham, UK. The staffs in the School are engaged in internationally acknowledged research under three main themes: ‘Language, Literature & Creativity’, ‘Multilingualism & Education’ and ‘Professional & Intercultural Communication’.

* Staff appointed to the School work closely with colleagues from the internationally highly regarded and long-established School of English Studies at the University of Nottingham, UK and the School of English of the University of Nottingham in Malaysia. The School in Ningbo China comprises over 14 academic staff members: Professor Geoff Hall (Dean), Professor Lixian Jin (Head), Dr Margaret Dowens, Dr. Derek Irwin, Dr Mukul Saxena, Dr. Yu-Hua Chen, Dr Ping Du, Dr Simon Harrison, Dr. Candace Veecock, Dr, Lily Yu and Dr. Nancy Liu; Teaching Fellows: Ms Amy Brown, Dr. Christina Dawson and Dr. Shi Dan, as well as project specific Research Assistants. Members of staff are currently teaching postgraduate students on two MA programmes in Applied Linguistics, undergraduate students on two BA programmes as well as undertaking PhD supervision. The School is expected to expand staff and student numbers year on year and enquiries about future opportunities within the School are welcomed at any time.

Since September 2008 the School has offered the following degree programmes:

* BA English Language and Applied Linguistics
* BA English language and Literature (2+2)
* BA English and International Business
* MA in Applied Linguistics
* MA in Applied Linguistics and English Language Teaching
* MA in Interpreting and Translation, Mandarin and English

There will be new master level programmes offered in the near future, subject to the university board approval.

**Further details**

For further details see the websites of:

The University of Nottingham Ningbo, China: [http://www.nottingham.edu.cn/en/english/index.aspx](http://www.nottingham.edu.cn/)

The University of Nottingham: [www.nottingham.ac.uk](http://www.nottingham.ac.uk/)

The School of English Studies, University of Nottingham: [www.nottingham.ac.uk/english/](http://www.nottingham.ac.uk/english/)

Informal enquiries regarding this vacancy may be addressed to: Professor Lixian Jin, Head of School of English, University of Nottingham Ningbo China. Email: [lixian.jin@nottingham.edu.cn](mailto:lixian.jin@nottingham.edu.cn). Tel 86 (0)574 8818 0000, Ext. 8560. Please note that applications sent directly to this email address will not be accepted.

**Please be advised that your referees will be contacted prior to interview.**

**Please quote ref. UNNC498X1**

**Closing date: 15 October 2017**

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| UNIVERSITY OF NOTTINGHAM NINGBO, CHINA  RECRUITMENT ROLE PROFILE FORM |

**Job Title:** Assistant Professor (Lecturer) in Applied Linguistics

**Contract Status:** This post is available from 1st January 2018 or thereafter, and will be initially offered on a fixed-term contract with the University of Nottingham Ningbo China for a period of up to five years. This contract may be extended on an indefinite basis by mutual agreement.

**Hours of Work:** Full-time

**Salary:**  Salary will be within the range £34,956 - £46,924 per annum depending on skills and experience (salary progression beyond this scale is subject to performance). In addition, an attractive package including accommodation allowance, travel allowance and insurance will be provided for international appointments.

**Location:** TheUniversity of Nottingham Ningbo China.

**Responsible to:** Head of School

**Job Outline:**

The successful candidate will be expected to deliver lectures and seminars in the topics within Applied Linguistics. We are looking for someone who have had teaching experiences in higher education, specializing in at least two of the following areas: intercultural communication, language acquisition, pedagogy of teaching English to young learners, and discourse analysis. The candidate is required to deliver teaching to all levels of the undergraduate and postgraduate programmes in the school. In addition, the candidate is expected to conduct research, obtain research funding, contribute to Research and Knowledge Exchange activities, supervise doctoral students and undertake administrative duties.

**Main Duties and Responsibilities:**

**Research**

* To undertake research in English Language/Applied Linguistics, for example, Intercultural Communication, Teaching English to Young Learners, Language Acquisition, Discourse Analysis, , English Language Teaching Pedagogy, Corpus Linguistics, Cognitive Linguistics, Sociolinguistics, Literary Linguistics, Quantitative and Qualitative Research Methods.
* To publish research in peer-reviewed publications.
* To seek internal and external research funding.
* To produce research suitable for dissemination to conferences, workshops and seminars (both national and international).
* To forge collaborative research links within and outside the University.
* To organize and participate in research activities such as running research workshop, symposium and conference.
* To undertake student research supervision.
* To contribute fully to the University’s research activities.

**Teaching**

* To prepare and deliver lectures, seminars and tutorials at undergraduate and postgraduate levels.
* To participate in the assessments for the modules taught in the School of English.
* To contribute to course and curriculum development and design, including course management, where appropriate.
* To support and comply with the University’s teaching quality assurance standards and procedures.
* To work closely with the School of English Studies at Nottingham, UK, and The University of Nottingham Malaysia Campus in the development and delivery of Masters and undergraduate programmes.
* To organize and participate in Research and Knowledge Exchange activities.

**Administration**

* To undertake administrative work/management functions as required in the School of English and to ensure the efficient and effective completion of the work of the School and the University. This will include membership of relevant committees and working groups.
* To liaise, as appropriate, with academic and administrative colleagues in Nottingham, UK and campus in Malaysia.
* To act as a personal tutor for both undergraduate and postgraduate students.
* To take part in and contribute to staff development activities consistent with continuing professional development.
* To ensure compliance with health and safety requirements in all aspects of work.
* Any other duties appropriate to the post and the seniority of the person appointed.

This job description may be subject to revision following discussion with the person appointed and forms part of the contract of employment.

**Person Specification:**

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|  | **Essential** | **Desirable** |
| **Qualifications/ Education** | * A PhD degree in Applied Linguistics, English Language Teaching and Education; and other relevant disciplines. | * Postgraduate qualification in Learning and Teaching in Higher Education or equivalent. * Membership of relevant professional bodies; |
| **Skills/Training** | * Evidence of ability to produce high quality research * Evidence of using a variety of research skills. * Excellent communication and presentation skills in English. * Effective communication skills with staff and students. | * Evidence of previous research and administrative role/skills. |
| **Experience** | * Evidence of teaching in Higher Education contexts * Experience of teaching/seminar work in relevant subjects at undergraduate and/or postgraduate levels. * Experience and interest in interactive teaching. * Experience of organizing students’ learning | * Evidence of successful working with external partners e.g. funding bodies, industry and governmental agencies. * Experience of PhD/masters supervision. * Experience of programme design. * Participation in academic networks. |
| **Personal Attributes** | * A strong team player who works collaboratively in a multidisciplinary environment. * Ability to complete administrative duties effectively to required deadlines. * Personal enthusiasm to develop links between relevant academic teams in different campuses and internationally**.** * Adaptability and flexibility in work. * Ability to work in the context of new systems of academic practice. | * Empathy with students from many different cultures and a strong desire to work in a multi-cultural environment. * Evidence of working in interdisciplinary teams. * Experience of working overseas. * An understanding of the higher education context internationally. |

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**Interviews will take place in Ningbo, China.**