Role profile

<table>
<thead>
<tr>
<th>Job title</th>
<th>Assistant Professor in Law</th>
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<tbody>
<tr>
<td>Job family and level</td>
<td>Research &amp; Training Level 5 (Extended)</td>
</tr>
<tr>
<td>School/Department</td>
<td>School of Law</td>
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<tr>
<td>Location</td>
<td>University Park Campus</td>
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</table>

Purpose of role

As a member of the School of Law staff, you will be expected to develop and conduct innovative, original research of national and/or international standing. In addition to research, you will contribute to the School of Law’s excellent teaching of undergraduate and postgraduate students, teaching at least one of the following courses: Law of Contract, Criminal Law, Land Law, Public Law, Foundations of Tort, Law of Trusts, EU Law and Introduction to Law and Legal Theory. You may also contribute to the teaching of optional courses. The school has particular needs in Employment Law and Consumer Law. Other teaching may also be available, depending upon the successful candidate’s background and interests. This role will include involvement in the design of Law courses/programmes to maintain the School’s high teaching standards and contributing generally to the development of teaching, teaching methods and assessments in the School of Law.

You will also contribute to the School via leadership and/or administrative management and/or co-ordination of specific initiatives.

### Main responsibilities

| % time per year |
|-----------------|-----------------|
| Research        | 33%             |

1. **Research**
   - To take the lead on, plan, develop and conduct individual and/or collaborative research proposals and projects, either as an individual or as part of a broader programme.
   - To establish a national/international reputation and regularly disseminate research findings of at least a 3* REF level through leading peer-reviewed national/international publications (on a sustained basis), conferences and other appropriate media.
   - To generate income by developing and winning support for innovative research proposals and funding bids.
   - Where appropriate, to undertake consultancy projects where there is a demonstrable benefit to the University, Faculty and School.
   - To build relationships and collaborate actively with internal and/or external contacts, nationally and, if appropriate, internationally to engage in knowledge exchange, develop pathways to impact and advance the discipline.
### Teaching
- To deliver teaching (lectures, seminars and tutorials, as well as necessary blended learning content) across a range of modules or within a subject area, providing curriculum leadership within own area of expertise. To teach at least one of the following courses: Law of Contract, Criminal Law, Land Law, Public Law, Foundations of Tort, Law of Trusts, EU Law and Introduction to Law and Legal Theory.
- To be responsible for the design of course modules and/or programmes of study in specialist area and for their quality; and, where appropriate, identify the need for developing the content or structure of existing modules and make proposals on how this should be achieved.
- To support students, developing their knowledge and their learning skills, and be responsible for the pastoral care of allocated students, being prepared to deal with sensitive issues.
- To be responsible for and comply with The University of Nottingham Teaching Quality assurance standards and procedures. Ensure teaching quality assessment and assessment of progress and other information is maintained and supplied to the University as required.
- To supervise and examine postgraduate taught and PhD students.

### Administration
- To be responsible for a range of administrative duties.
- To be willing to represent the School on various committees and working groups in the Faculty, wider University and outside of the University.
- To manage or monitor assets and budgets allocated as part of the role.
- To contribute to student recruitment activities, such as Open Days, sample seminars and recruitment events.
- To be responsible for the safe conduct of work within work area and teaching responsibilities in line with the School’s arrangements for compliance with the University Safety Policy.
- Other administrative duties agreed with the Head of School.
<table>
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<th>Person specification</th>
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<td><strong>Essential</strong></td>
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| ▪ Excellent written and verbal communication and presentation skills, including the ability to communicate complex issues and ideas with clarity to those with limited knowledge and understanding.  
  ▪ Ability to build relationships and collaborate with others, internally and externally.  
  ▪ Proven research skills, such as will inform research-led teaching.  
  ▪ Ability to meet deadlines and prioritise tasks.  
  ▪ Ability to work in a team and flexibility to collaborate with colleagues.  
  ▪ Ability to deliver teaching in at least one of the following courses: Law of Contract, Criminal Law, Land Law, Public Law, Foundations of Tort, Law of Trusts, EU Law and Introduction to Law and Legal Theory  
  ▪ Excellent IT skills to enable teaching and research | ▪ Ability to deliver teaching in optional courses, such as Consumer Law or Employment Law, at UG or PG level. |
| **Skills** |  |
| ▪ Experience leading on, planning, developing and conducting individual and/or collaborative research proposals and projects, either as an individual or as part of a broader programme in your research specialism.  
  ▪ Experience disseminating research findings through leading peer-reviewed national/international publications (on a sustained basis), conferences and other appropriate media.  
  ▪ Experience of generating income by developing and winning support for innovative research proposals and funding bids.  
  ▪ Experience in developing pathways to impact and/or knowledge transfer and/or public engagement. | ▪ Experience, achievement and growing reputation in the discipline.  
  ▪ A track record of published research.  
  ▪ Experience and demonstrated success in delivering research results.  
  ▪ Experience of devising, advising on and managing learning and research programmers.  
  ▪ Experience of counselling, pastoral care and motivating students.  
  ▪ Experience of delivering blended learning. |
| **Knowledge and experience** |  |
- Experience in using appropriate research methodologies and techniques.
- An excellent understanding of working with students from a wide range of cultural and ethnic backgrounds and with students with different needs.
- Experience delivering teaching in large and small group settings at Undergraduate and/or Postgraduate level and demonstrated success in delivering teaching within an agreed quality framework.
- Experience of using digital resources to support student learning.

**Qualifications, certification and training (relevant to role)**

- PhD (or close to completion of PhD) or equivalent in relevant subject area.
  OR
- Equivalent extensive professional/research experience.

- 30 credits of a Postgraduate Teaching Certification or Education-related Masters or Higher Education Academy Fellow status or equivalent.

The University of Nottingham is focused on embedding equality, diversity and inclusion in all that we do. As part of this, we welcome a diverse population to join our work force and therefore encourage applicants from all communities, particularly those with protected characteristics under the Equality Act 2010.

The School of Law holds a Bronze Athena SWAN award in recognition of our achievements in promoting and advancing these principles.

Updated December 2019
Expectations and behaviours

The University has developed a clear set of core expectations and behaviours that our people should be demonstrating in their work, and as ambassadors of the University’s strategy, vision and values. The following are essential to the role:

**Valuing people**  
Is always equitable and fair and works with integrity. Proactively looks for ways to develop the team and is comfortable providing clarity by explaining the rationale behind decisions.

**Taking ownership**  
Is highly self-aware, looking for ways to improve, both taking on board and offering constructive feedback. Inspires others to take accountability for their own areas.

**Forward thinking**  
Driven to question the status quo and explore new ideas, supporting the team to “lead the way” in terms of know-how and learning.

**Professional pride**  
Sets the bar high with quality systems and control measures in place. Demands high standards of others identifying and addressing any gaps to enhance the overall performance.

**Always inclusive**  
Ensures accessibility to the wider community, actively encouraging inclusion and seeking to involve others. Ensures others always consider the wider context when sharing information making full use of networks and connections.

Key relationships with others

![Relationship diagram]

- **Line manager**
- **Head of School**
- **Assistant Professor**
- **Role holder**
- **Key stakeholder relationships**
  - **Colleagues**
  - **Students**
Purpose of role

As a member of the School of Law staff, you will be expected to make a significant leadership impact within the School in both research and teaching.

You will participate in the School’s organisation, management and strategic planning as well as in Faculty and University strategic planning where appropriate. You will act as principal investigator on major research projects and will develop and conduct innovative, original research of national and/or international standing.

In addition to research, you will contribute to the School of Law’s excellent teaching of undergraduate and postgraduate students. This will include taking responsibility for the quality of design of Law courses/programmes to maintain the School’s high teaching standards and contributing generally to the development of teaching, teaching methods and assessments in the School of Law. You will teach at least one of the following courses: Law of Contract, Criminal Law, Land Law, Public Law, Foundations of Tort, Law of Trusts, EU Law and Introduction to Law and Legal Theory. You will also contribute to the teaching of optional courses.

You will also make a significant contribution to the School via leadership and administrative management, as well as co-ordination of specific initiatives.

<table>
<thead>
<tr>
<th>Main responsibilities</th>
<th>% time per year</th>
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<tr>
<td><strong>Research</strong></td>
<td>33%</td>
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<tr>
<td>▪ To provide academic and organisational leadership on individual and/or collaborative research and proposals and by, for example, co-ordinating resources and the work of others to ensure effective delivery.</td>
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<tr>
<td>▪ To establish a national/international reputation and regularly disseminate research findings of at least a 3* REF level through leading peer-reviewed national/international publications (on a sustained basis), conferences and other appropriate media. To undertake consultancy projects where there is a demonstrable benefit to the University, Faculty and School.</td>
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<tr>
<td>▪ To lead major funding bids and develop research initiatives which generate income and sustain research support.</td>
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- To develop proposals for research projects which will make a significant impact by leading to an increase in knowledge and understanding and the discovery or development of new explanations, insights, concepts or processes.
- To lead and develop relationships and collaborate actively with internal and external contacts, nationally/internationally to complete research projects and to advance the discipline.
- To develop pathways to impact to enable research to have impact with reach and significance.
- To mentor peers and colleagues, where appropriate, providing expert advice and coaching.

### Teaching

- To lead/support the development/delivery of teaching (lectures, seminars and tutorials) across a range of modules or within a subject area, providing curriculum leadership within own area of expertise. To teach at least one of the following courses: Law of Contract, Criminal Law, Land Law, Public Law, Foundations of Tort, Law of Trusts, EU Law and Introduction to Law and Legal Theory.
- To deliver consistently excellent teaching and support for student learning, influencing others via own practice; develop and apply high quality and appropriate teaching techniques and materials.
- To lead on the design of course modules and/or programmes of study in specialist area and to be responsible for their quality; and to lead on the development of the content or structure of existing modules.
- To resolve problems affecting the quality of course delivery and student progress, referring more serious matters to others, as appropriate.
- To support students, developing their knowledge and their learning skills, and be responsible for the pastoral care of allocated students, being prepared to deal with sensitive issues.
- To be responsible for and comply with the University of Nottingham Teaching Quality assurance standards and procedures. Ensure teaching quality assessment and assessment of progress and other information is maintained and supplied to the University as required.
- To supervise and examine postgraduate taught and PhD students.

### Administration and Other

- To provide administrative leadership and be responsible for a range of administrative duties.
- To be willing to represent the School on various committees and working groups in the Faculty, wider University and outside of the University.
- To manage or monitor assets and budgets allocated as part of the role.
- To contribute to student recruitment activities, such as Open Days, sample seminars and recruitment events.
- To be responsible for the safe conduct of work within work area and teaching responsibilities in line with the School's arrangements for compliance with the University Safety Policy.
- Other administrative duties agreed with the Head of School
- To coach and support colleagues in developing their research and teaching techniques.
- To act as a mentor to colleagues with less experience and provide advice on personal development.
|   | To co-ordinate the work of colleagues to ensure modules are delivered to the required quality standards and that there is equitable access to resources and facilities. |
## Person specification

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<tr>
<th>Skills</th>
<th>Essential</th>
<th>Desirable</th>
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<tr>
<td>▪ Excellent written and verbal communication and presentation skills, including the ability to communicate with clarity on complex issues and ideas to those with limited knowledge and understanding.</td>
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<td>▪ Proven ability to provide effective leadership and management of groups and teaching activities.</td>
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<td>▪ Ability to build relationships and collaborate with others, internally and externally.</td>
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<td>▪ Proven research skills, such as will inform research-led teaching.</td>
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<tr>
<td>▪ Proven ability with demonstrated success in obtaining sources of funding, providing effective leadership, planning, and building, resourcing a team and delivering research results.</td>
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<td>▪ Ability to meet deadlines and prioritise tasks.</td>
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<td>▪ A level of analytical ability to facilitate conceptual thinking, innovation and creativity.</td>
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<td>▪ Ability to work in a team and flexibility to collaborate with colleagues.</td>
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<td>▪ Ability to deliver teaching in at least one of the following courses: Law of Contract, Criminal Law, Land Law, Public Law, Foundations of Tort, Law of Trusts, EU Law and Introduction to Law and Legal Theory</td>
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<tr>
<td>▪ Ability to deliver, design and lead teaching in optional courses at UG or PG level</td>
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<table>
<thead>
<tr>
<th>Knowledge and experience</th>
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<tr>
<td>▪ Extensive experience, achievement and reputation in the discipline including a track record of excellent published research.</td>
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<td>▪ Experience leading on, planning, developing and</td>
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<td>▪ An understanding of University management systems and the wider higher education environment.</td>
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<td>▪ Experience of delivering blended learning.</td>
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<tr>
<td>Essential</td>
<td>Desirable</td>
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<tr>
<td>conducting individual and/or collaborative research proposals and projects, either as an individual or as part of a broader programme in your research specialism.</td>
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<td>▪ Experience in developing pathways to impact and/or knowledge transfer and/or public engagement.</td>
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<td>▪ Experience of generating income by developing and winning support for innovative research proposals and funding bids.</td>
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<td>▪ Experience in using appropriate research methodologies and techniques.</td>
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<tr>
<td></td>
<td>▪ Extensive teaching experience, including advising on and managing learning.</td>
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<td></td>
<td>▪ Experience in devising and advising on research programmes.</td>
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<td>▪ An excellent understanding of working with students from a wide range of cultural and ethnic backgrounds and with students with different needs.</td>
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<td>▪ Experience delivering teaching in large and small group settings at Undergraduate and/or Postgraduate level and demonstrated success in delivering teaching within an agreed quality framework.</td>
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<td>▪ Experience of using digital resources to support student learning.</td>
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<td></td>
<td>▪ Experience of successful supervision of research students</td>
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**Qualifications, certification and training (relevant to role)**

| Ph.D or equivalent in relevant subject area. OR | 30 credits of a Postgraduate Teaching Certification or Education-related Masters or Higher Education Academy Fellow status or equivalent. |
| Equivalent extensive professional/research experience |  |
The University of Nottingham is focused on embedding equality, diversity and inclusion in all that we do. As part of this, we welcome a diverse population to join our workforce and therefore encourage applicants from all communities, particularly those with protected characteristics under the Equality Act 2010.

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Expectations and behaviours

The University has developed a clear set of core expectations and behaviours that our people should be demonstrating in their work, and as ambassadors of the University’s strategy, vision and values. The following are essential to the role:

**Valuing people**
Understands that it is essential to provide a structure that people can thrive in. Knows how to communicate with people to create a healthy working environment and get the best out of people.

**Taking ownership**
Communicates vision clearly, providing direction and focus. Knows how to create a productive environment where people are inspired and can work cross-departmentally in partnership.

**Forward thinking**
Has the ambition to be a pioneer in own area, anticipating the future change, needs and challenges. Knows how to innovate within their work context and champions others to be inspired to be part of this ambition.

**Professional pride**
Keeps up to date on latest thinking, trends and work practices. Supports team to be thought leaders; willing to challenge if obstacles get in the way.

**Always inclusive**
Establishes far reaching partnerships, well beyond own area across a broad range of networks. Understand role to pay due regard to the needs of the whole community.
Key relationships with others

Line manager

Role holder

Key stakeholder relationships

Head of School

Associate Professor

Colleagues

Students