



<b>Job title</b>	Assistant Professor in Literature	<b>Job family and level</b>	Research and Teaching Extended Level 5
<b>School/ Department</b>	English	<b>Location</b>	Trent Building, University Park Campus

### Purpose of role

The School of English is seeking to appoint an Assistant Professor in Literature with a specialism in Modern and Contemporary Poetry. This is a full-time permanent post on a research and teaching contract available from 1 September 2022.

You will be specialised in any area of twentieth-century and contemporary British and/or Irish poetry. We particularly encourage expertise in Black British poetry and/or additional expertise in other areas of Anglophone poetry. You will also be able to undertake teaching in the broad field of literature from the Renaissance to the contemporary and contribute more widely to our teaching and research activities.

You will have a PhD in English literature or in a closely related area, as well as evidence of your ability to teach at undergraduate and postgraduate levels. You will also have related research interests, a recent track record of publishing or otherwise disseminating your research, and evidence of your ability to make a strong contribution to future REF or other research assessment exercises.

We recognise that what helps us succeed is the different ideas and experiences of colleagues across our School, who come from a mix of cultures and backgrounds. Together, we are welcoming, inspiring and supportive of everyone. We believe in diverse academic and research teams that will provide the best opportunities to be innovative and forward thinking. We are therefore seeking applications from candidates whose background, experience and identity broadens and enhances the diversity of our existing team and would particularly welcome applications from black and minority ethnic scholars. We are currently working to decolonise our teaching curriculum and understand that having a mix of opinions, broad perspectives, lived experiences and different ways of solving problems enhances our day-to-day work and enriches our academic community.

	<b>Main responsibilities</b> (Primary accountabilities and responsibilities expected to fulfil the role)	<b>% time per year</b>
1.	<p><b>Teaching and supervision</b></p> <ul style="list-style-type: none"> <li>You will develop and deliver high quality teaching and assessment on core, subsidiary, and optional modules in relevant areas, including School team-taught modules.</li> </ul>	35%

	<ul style="list-style-type: none"> <li>You will undertake dissertation and project supervision at undergraduate and masters level, on both live and distance learning programmes.</li> <li>You will undertake convening, moderation, and assessment of both on-site and distance learning modules.</li> <li>You will contribute fully to the recruitment, supervision and examination of doctoral students to support the submission of their thesis within a maximum of 4 years (or equivalent for part-time students).</li> <li>You will design course modules and/or programmes of study and develop new content, concepts and technology for innovative on-site and distance learning teaching.</li> <li>You will provide curriculum leadership within your own area of expertise making appropriate use of new technologies, co-ordinating with others to ensure student needs and expectations are met.</li> <li>You will contribute to the accreditation of courses and quality control processes.</li> <li>You will coach and support student learning, developing student knowledge and skills.</li> <li>You will act as a Personal Tutor, undertaking the pastoral care of students within a specified area, dealing with sensitive and confidential issues.</li> <li>You will be responsible for, and comply with, the University of Nottingham teaching quality assurance standards and procedures.</li> </ul>	
2.	<p><b>Research</b></p> <ul style="list-style-type: none"> <li>You will develop your personal research and contribute to our wider research culture and environment in the School and the University including generation of research grant income both by you as an individual and as a part of our disciplinary and interdisciplinary teams.</li> <li>You will participate in the dissemination of research and the advancement of knowledge exchange through research, outreach, impact and public engagement activities.</li> <li>You will produce research outputs of a standard that can be submitted for future research assessment exercises such as REF.</li> </ul>	35%
3.	<p><b>Administration</b></p> <ul style="list-style-type: none"> <li>You will carry out a full administrative role within the School (including completion of PGCHE if required).</li> <li>You will be involved in committee work and working parties.</li> <li>You will assist us in achieving our admissions targets by contributing to our programme of activities in relation to undergraduate and postgraduate recruitment, outreach and widening participation.</li> </ul>	20%
4.	<p><b>Other</b></p> <ul style="list-style-type: none"> <li>You will contribute to our work with our international campuses in China and Malaysia, including occasional working visits, as well as development of strategies in relation to internationalisation more generally.</li> <li>You will be responsible for the safe conduct of work ensuring that our arrangements for compliance with the University Safety Policy are implemented.</li> </ul>	10%

	<ul style="list-style-type: none"> <li>You will undertake any other duties commensurate with a research and teaching colleague in the School.</li> </ul>	
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## Person specification

	<b>Essential</b>	<b>Desirable</b>
<b>Skills</b>	<ul style="list-style-type: none"> <li>You will have the flexibility to collaborate with colleagues</li> <li>You will be able to teach/supervise at undergraduate and postgraduate levels</li> <li>You will be able to teach in relevant subjects across a range of undergraduate and postgraduate topics on our on-site and distance learning programmes</li> <li>You will have excellent verbal and written communication skills.</li> <li>You will have excellent presentation skills</li> <li>You will be able to work to deadlines and prioritise tasks</li> </ul>	<ul style="list-style-type: none"> <li>You will have evidence of administrative skills</li> <li>You will have evidence of involvement in publishing and/or editing journals</li> <li>You will have evidence of teaching across undergraduate or postgraduate distance learning programmes</li> </ul>
<b>Knowledge and experience</b>	<ul style="list-style-type: none"> <li>You will have teaching experience in relevant subjects at HE level</li> <li>You will have evidence of your ability to make a strong contribution to future REF, or other research assessment exercises</li> <li>You will have a recent track record of publishing or otherwise disseminating work</li> <li>You will have evidence of potential to generate research grant income and projects.</li> </ul>	<ul style="list-style-type: none"> <li>You will have experience in pastoral work</li> <li>You will have participated in academic and associated professional networks</li> <li>You will have knowledge and experience of decolonisation in relation to higher education</li> <li>You will have experience of both writing and teaching distance learning materials</li> </ul>
<b>Qualifications, certification and training (relevant to role)</b>	<ul style="list-style-type: none"> <li>You will have a PhD (or equivalent) in a relevant area of English Literature</li> </ul>	<ul style="list-style-type: none"> <li>You will have been awarded 30 credits of a Postgraduate Teaching Certificate or Education-related Masters, or equivalent or</li> <li>You will have Advance HE Fellow status or equivalent</li> </ul>

<b>Special requirements</b>	<ul style="list-style-type: none"> <li>You will be able to develop own research area and flexibility to collaborate with colleagues</li> <li>You will be able to work well in a team</li> <li>You will be able to undertake occasional working visits to overseas campuses as required by the School</li> </ul>	
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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.

Please note that as part of its commitment to maintaining the highest academic standards in teaching and learning, the University expects all newly appointed or promoted Lecturers (unless exempt) to complete 30 credits of the Postgraduate Certificate in Higher Education (PGCHE) Course.

Our staff body is currently under-represented in terms of Black, Asian and minority ethnic members, and so we would particularly welcome applicants from these backgrounds.

Informal enquiries may be addressed to Professor Josephine Guy, [josephine.guy@nottingham.ac.uk](mailto:josephine.guy@nottingham.ac.uk)

Please note that applications sent directly to this email address will not be accepted.

Further information about the School is available at: <http://www.nottingham.ac.uk/english>

### Selection Process

Long-listed candidates will be asked to provide items of research if available for consideration by the School. The interview process will include a presentation of teaching and a formal interview.

## 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

