



Job title	Assistant Professor	Job family and level	Research & Teaching Level 5 (Teaching & Curriculum Leadership career path)
School/ Department	Economics	Location	University Park Campus

Purpose of role

The purpose of this role will be to provide high quality teaching and contribute to curriculum development and educational enhancement in the School of Economics.

The role holder will take responsibility for convening modules, lecturing and undertaking seminar teaching. It is expected that the successful candidate will be able to teach within the first year and second year undergraduate curriculum and may offer their own specialist module at third year and/or Masters level. This role will involve supervising undergraduate and postgraduate dissertations and providing pastoral care as a personal tutor.

Your work will be underpinned by scholarship in teaching and learning and/or the discipline. You will contribute to the development and dissemination of best practice in the teaching of economics in higher education, including seeking grant income for teaching related activities. (Workload weights included below are indicative only.)

	Main responsibilities (Primary accountabilities and responsibilities expected to fulfil the role)	% time per year
1	<p>Teaching</p> <ul style="list-style-type: none"> ▪ Plan and deliver high quality taught modules to undergraduate and postgraduate students, whilst keeping abreast of the subject matter and contemporary teaching methods. ▪ Design and undertake assessments, marking and feedback. ▪ Supervise undergraduate and postgraduate dissertations. ▪ Teach tutorial groups, developing their knowledge and their learning skills, and be responsible for the pastoral care of students within a specified area, dealing with sensitive issues. ▪ Participate fully in the School's examination process through the preparation and marking of examinations and coursework and through participation in examination boards. ▪ Be responsible for and comply with The University of Nottingham Teaching Quality assurance standards and procedures. 	50%

2	<p>Student Experience and Curriculum Leadership</p> <ul style="list-style-type: none"> ▪ Be responsible for the design and quality control of modules and/or programmes ensuring the curriculum is up to date and international in its scope. ▪ Take an active role in influencing the practice of consistently excellent teaching in the School by disseminating evidence-informed developments in curriculum delivery, early adoption and promotion of enabling technologies and pedagogies. ▪ Contribute to the teaching and learning policy/strategy in the School and to its implementation. ▪ Work in partnership with students to enhance their experience of university through initiating and supporting extra-curricular activities related to economics, fostering a sense of academic community within the School. 	20%
3	<p>Professional development and scholarship</p> <ul style="list-style-type: none"> ▪ Engage in scholarship of teaching and learning in relation to own discipline with an evidence-based approach, and the dissemination of this and/or establish a national reputation in discipline. ▪ Undertake further training consistent with continuous professional development, including pursuing formal higher education teaching qualifications. ▪ Participate in professional networks across the university and nationally within the subject area. 	20%
4	<p>Administration and other duties</p> <ul style="list-style-type: none"> ▪ To assist in the administration of the School through taking on specific administrative duties, membership of School Committees and participation in School meetings. ▪ To undertake other duties as required by the Head of School, appropriate to the post. 	10%

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

Person specification

	Essential	Desirable
Skills	<ul style="list-style-type: none"> ▪ Excellent oral and written communication skills, including the ability to communicate with clarity on complex and conceptual economic ideas to those with limited knowledge and understanding as well as to peers, using high level skills and a range of media. ▪ Ability to devise, advise on and manage taught programmes. ▪ Ability to design and deliver high quality and up-to-date course materials. ▪ Ability to use a range of delivery techniques and technologies to inspire and engage students. ▪ High level analytical capability to facilitate conceptual thinking, innovation and creativity. ▪ Skills in counselling, pastoral care and motivating students. ▪ Ability to work as part of a team and potential to develop skills in managing and motivating staff. ▪ Ability to build relationships and collaborate with others, internally and externally. 	<ul style="list-style-type: none"> •
Knowledge and experience	<ul style="list-style-type: none"> ▪ Extensive experience within economics or econometrics ▪ Experience and demonstrated success in delivering teaching in one or more economic disciplines within an agreed quality framework. ▪ Demonstrate knowledge and experience of different methods of teaching and understand the evidence supporting the use of such approaches in own teaching context. ▪ Demonstrate confidence in the use of the University's virtual learning environment and enabling technologies that support teaching and learning. ▪ Scholarship in either teaching and learning and/or the discipline. 	<ul style="list-style-type: none"> ▪ Track record in development and delivery of teaching units. ▪ Experience on devising, advising on and managing learning and research programmes. ▪ Experience of counselling, pastoral care and motivating students.

<p>Qualifications, certification and training (relevant to role)</p>	<ul style="list-style-type: none"> ▪ PhD or equivalent in Economics or Econometrics 	<ul style="list-style-type: none"> ▪ Higher Education teaching qualification or equivalent. ▪ Membership of a professional teaching body, where appropriate.
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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

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

