

## Job Description

Job title	Assistant Professor/Associate Professor/Reader
Department	Centre for Interdisciplinary Methodologies
Grade	FA7-FA8

Job purpose (a brief summary of the role)	To undertake research, teaching, administrative and other activities supporting the work of the Centre for Interdisciplinary Methodologies.
Duties and responsibilities	<p><b>Research</b></p> <ol style="list-style-type: none"> <li>1. To pursue individual and collaborative interdisciplinary research of the highest quality and to make a full contribution to the UK's Research Excellence Framework (REF).</li> <li>2. To apply for, in collaboration with colleagues as appropriate, external funding through research grants or contracts to support the Centre's research agenda.</li> <li>3. To manage research projects within the University.</li> <li>4. To publish research outcomes with leading academic presses and in appropriate journals of international standing, and to publish and disseminate the results of research and scholarship in other outlets.</li> <li>5. To attend and present research findings and papers at academic and professional conferences, and to contribute to the external visibility of the Centre.</li> <li>6. To have experience of and skills in impact and public engagement.</li> <li>7. To contribute fully to the Centre and University research plans, including providing such information as may be required by the Centre to monitor the progress of each member of staff's research programme and to support the Centre fully in the preparation of material required for the REF or similar activities.</li> <li>8. To make a contribution to the research culture of the Centre and the University by organising research events and activities, building new academic and non-academic links, and leading or taking part in activities to create synergies between members of the Centre.</li> </ol> <p><b>Teaching</b></p> <ol style="list-style-type: none"> <li>1. To give lectures, seminars, tutorials and other classes as appropriate in support of the required teaching obligations, to supervise dissertations and projects by students, and supervise PhD students as appropriate.</li> <li>2. To co-operate with colleagues in the continuous review and development of the curriculum and in the design and launch of new degrees or other academic awards where appropriate.</li> </ol>

3. To design and be responsible for the contents of specific areas of teaching and learning within the Centre's teaching programmes.
4. To maintain a broad knowledge of up-to-date research and scholarship in relevant fields to ensure that teaching meets the standards expected within a research-led University.
5. To undertake academic duties (i.e. setting assessment, marking, and pastoral support of students) required to sustain the delivery of high quality teaching.
6. To support and comply with the University and Centre teaching quality assurance standards and procedures including the provision of such information as may be required by the University or the Centre.

#### **Administration and Other Activities**

1. To undertake such specific administrative roles and management functions as may be reasonably required by the Director of the Centre.
2. To attend Centre meetings and to participate in other committees and working groups within the Centre, at Faculty level and the University.
3. To engage in continuous professional development.
4. To ensure compliance with health and safety in all aspects of work.

The duties and responsibilities outlined are not intended to be an exhaustive list but provide guidance on the main aspects of the job. You will be required to be flexible in your duties.

### Person Specification

*The Person Specification focuses on the essential and desirable knowledge, skills, experience and qualifications required to undertake the role effectively. This is measured by (a) Application Form, (b) Test/Exercise, (c) Interview, (d) Presentation.*

Essential Criterion No.	Essential Criterion Description	Measured by
E1	PhD or equivalent in a relevant field	A
E2	Expertise in one of the following fields: i) digital media and/or digital methods ii) AI and society iii) environment, ecology and sustainability iv) digital health and society.	A,C & D
E3	Ability to connect to colleagues beyond your own area of expertise.	A,C & D
E4	Ability to work in an inter-disciplinary team.	A & C
E5	Interest in new methodological thinking.	A & C
E6	Excellence in published work in relevant fields. <b>(Essential for Assistant Professor)</b>  Ability to initiate, develop and deliver high quality research and to publish in peer reviewed journals. <b>(Essential for Associate Professor /Reader)</b>	A & C
E7	Proven experience in Higher Education.	A & C
E8	Ability to generate funding and lead research projects. <b>(Essential for Assistant Professor)</b>  Ability and experience of generating funding and leading research projects <b>(Essential for Associate Professor /Reader)</b>	A & C
E9	Ability to teach students in lectures, seminars and workshops in the Centre's existing Masters programmes. <b>(Essential for Assistant Professor)</b>  Substantial teaching experience and the ability to contribute to and convene Master programmes. <b>(Essential for Associate Professor /Reader)</b>	A,C & D
E10	Ability to lead curriculum development initiatives and take responsibility for the effective and efficient delivery of teaching programmes. <b>(Essential for Associate Professor /Reader)</b>	A,C & D
E11	Effective communication (oral and written) skills, presentation and training skills.	A,C & D
E12	Ability to work independently and as part of a team on research and teaching programmes.	A & C
E13	Excellent interpersonal skills.	A & C

Desirable Criterion No.	Desirable Criterion Description	<i>Measured by</i>
D1	Knowledge or experience of relevant software tools for research and education.	A & C