Associate Lecturer
Department of Social Policy and Social Work

Closing date: 16 September 2018
Interview date: To be confirmed
Vacancy reference: 6943
INTRODUCTION

The Department of Social Policy and Social Work at the University of York wishes to appoint an Associate Lecturer for a 17-month period (September 2018 – January 2020) as a result of the maternity leave of a current post-holder. The main function of the role is to provide teaching and supervisory support to students on the department’s taught online Masters of Public Administration (International Development), and also to students on three other related online programmes: the Masters of Public Administration, MA in Public Policy and Management and MA in Social and Public Policy. These professional development programmes, spanning approximately 180 students in more than 50 countries, address the needs of those working in, or with, public services who wish to develop their capacity to lead and influence within complex organisations and contexts, and have been designed to enable substantial interaction and structured support.

The successful candidate will join a dedicated online teaching team and will be expected to teach specialist international development modules together with other modules in the broad area of public policy and public administration, and to provide supervisory support. The modules concerned will include Social and Political Issues in Development, Leading Organisational and Social Change, and Governance and Public Administration. Teaching and supervision is carried out wholly online, via asynchronous discussions, email and occasionally by Skype/telephone. A keen interest in, and commitment to, ‘remote’ teaching skills, and the capacity to build relationships with experienced practitioners is therefore important.
Main purpose of the role

- To lecture, lead seminars, tutorials and other forms of undergraduate and postgraduate teaching
- To act as academic supervisor.
- To develop and apply innovative and appropriate teaching techniques and material which create interest, understanding and enthusiasm amongst students.
- To carry out on-going curriculum review, including module content and materials and contribute to the development of teaching and learning strategies.
- To undertake effectively a range of administrative responsibilities.

Key responsibilities
(Role holders will normally be required to undertake the duties below)

Teaching and Promotion of Learning

- To support the teaching objectives of the department by delivering teaching through allocated lectures, tutorials and other forms of undergraduate and postgraduate teaching. Set and mark coursework and exams, providing constructive feedback to students.
- To develop, where appropriate, revisions to existing modules or courses in terms of design, content, structure, forms of delivery, method of assessment.
- To develop own teaching materials, methods and approaches, with guidance. Obtain and analyse feedback on own teaching design and delivery to facilitate this.
- To contribute to the development of new teaching approaches and course proposals and to the design of curricula which are academically excellent, coherent and intellectually challenging.
- To ensure that course design and delivery comply with the quality standards and regulations of the University and Department.

Administrative and support responsibilities

- To provide - with mentoring - supervision to students, giving advice on study skills and helping with learning problems.
- To identify the learning needs of students and define learning objectives.
- To supervise student projects, field trips and, where appropriate, placements
- To undertake various administrative responsibilities as requested by the Head of Department.

Involvement in scholarship and development

- To investigate innovative teaching, learning and assessment methods and techniques in the sector, bringing new insights to the department.
**PERSON SPECIFICATION**

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<th>Qualifications</th>
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<tr>
<td>PhD (or near completion) in international development or a related area, or equivalent experience</td>
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<td>Appropriate academic professional and teaching qualification or a willingness to complete the Postgraduate Certificate in Academic Practice</td>
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**Knowledge**

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<tr>
<td>Detailed knowledge of international development, governance and policy analysis sufficient to develop teaching and provide relevant learning support to students across different levels of academic ability</td>
<td>Essential</td>
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**Skills, abilities and competencies**

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<tr>
<td>Highly developed communication skills to engage effectively with a wide ranging audience, and in particular to engage effectively with students who are studying remotely, and who are practitioners in international development and public service contexts</td>
<td>Essential</td>
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<td>Ability to design and deliver teaching material either across a range of modules or within a subject area</td>
<td>Essential</td>
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<td>Ability to supervise the work of students, provide advice on study skills and assist with learning problems</td>
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<td>Ability to contribute to the design of course material, content and new teaching approaches in the department</td>
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<td>Ability to manage and deliver own teaching</td>
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<td>Ability to plan, manage, organise and assess own teaching contributions</td>
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**Experience**

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<td>Experience in teaching and learning in HE at undergraduate and/or postgraduate level or in an evidenced similar context</td>
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<td>Experience of using different delivery techniques to enthuse and engage students</td>
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<td>Evidence of successful planning and designing teaching material</td>
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**Personal attributes**

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<tr>
<td>Attention to detail and commitment to high quality</td>
<td>Essential</td>
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<td>Creativity, initiative and judgement in applying appropriate approaches to teaching and learning support</td>
<td>Essential</td>
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<td>Collaborative ethos</td>
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<td>A student-centred approach</td>
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<td>Willingness to work proactively with colleagues in other work areas/institutions</td>
<td>Essential</td>
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<td>Ability to plan and prioritise own work in order to meet deadlines</td>
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<td>Commitment to personal development and updating of knowledge and skills</td>
<td>Essential</td>
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THE DEPARTMENT

The Department of Social Policy & Social Work was established in 1966 and has grown over this period to become one of the largest in the world of its type. We currently have 71 (64 FTE) academic staff academic staff and a further 26 (19 FTE) staff in managerial, professional and administrative roles. The Department is broken into three constituent parts: the Research and Teaching Unit (RTU) that is responsible for the delivery of degree programmes in Social Policy, Social Work and Public Management; the Social Policy Research Unit (SPRU); and, the Centre for Housing Policy (CHP).

The Department has been fully supported by the University in its aspirations to maintain and develop its research excellence and global reputation, playing an important role in the University as one of nine departments in the Faculty of Social Science. The social sciences at York have a world class standing, and, as noted by the previous Chief Executive of ESRC, bring together one of the greatest concentrations of social science researchers in the UK, one of a handful of social science groupings which has secured two Queen’s Anniversary Prize Awards, one of which was awarded to the Social Policy Research Unit (SPRU) in recognition of the pioneering and high impact work it has lead since its formation in 1973. There are excellent connections between Social Policy & Social Work and other Social Science departments such as, Education, Economics, Health Sciences, Law, Management, Politics and Sociology as well as with the Sciences and Humanities.

We are a collegiate and research-intensive Department that also takes teaching and administration very seriously. We celebrated our 50th anniversary in the last academic year and the University has invested considerably in new appointments at all levels over recent years as we look to build on our reputation and expertise in key areas for the next 50 years. This reflects the shared of ambition of the University and the Department to make the University of York one of the world’s leading centres for social policy teaching and research.

Research

The Department has a strong research profile. In the 2014 Research Excellence Framework (REF) we were placed 3rd overall for Social Work and Social Policy and equal first for research impact, with 54% of our research activity rated as world leading. We were ranked 24th in the world for Social Policy in the 2017 QS World University Rankings. Research income generated by the Department is in excess of £2 million per annum.

Alongside the two major Research Centres (SPRU and CHP), staff working in all parts of the Department are actively engaged in research and scholarship and we have more recently established a number of thematic research centres which operate across the Department including the Centre for Research in Comparative and Global Social Policy (CRCG), the Centre for Childhood, Youth and Family Research, the Child Welfare Research Group, and the International Centre for
Mental Health Social Research. As this indicates, our work addresses a wide range of themes, including: children and young people; comparative, global and international social policy; families and children; housing; health and social care; social work; social security; welfare, employment and citizenship. In addition, the Department also works closely with the University of York’s Institute for Effective Education (IEE), Centre for Women’s Studies (CWS), Centre for Urban Studies (CURB) and York Environmental Sustainability Institute (YESI).

Although we are a research intensive Department we take our teaching very seriously. We are currently responsible for around 700 FTE students, of whom around half are postgraduates. We currently offer six undergraduate degrees within the Department:

- BA (Hons) Applied Social Science
- BA (Hons) Social Policy, Children & Young People
- BA (Hons) Social Policy, Crime & Criminal Justice
- BA (Hons) Social Policy
- BA (Hons) Social Work
- MSocW (Hons) Social Work

In addition, we contribute to two jointly taught programmes and fourteen taught post-graduate degrees:

- BA (Hons) Criminology (with the Department of Sociology)
- BA (Hons) Social and Political Sciences (with the departments of Politics and Sociology)

We currently offer fourteen taught post-graduate degrees:

- MA Comparative and International Social Policy
- MA in Comparative and International Social Work
- MPA Comparative Applied Social and Public Policy, Evaluation and Research
- MA Global Crime and Justice
- MA Global Social Policy
- MA Public Policy and Management
- MPA Master of Public Administration
- MPA Master of Public Administration - International Development
- MA Social Policy
- MA Social and Public Policy
- MA Social Work
- MA Social Work Practice (Think Ahead)

MRes Social Policy

MRes Social Work

In addition, we contribute to the following jointly taught programmes:

- MA in Social Research (delivered through the Research Centre for Social Sciences)

Research degrees:

- MPhil and PhD in Social Policy & Social Work

The delivery of our programmes is underpinned by a number of key partnerships, including the Yorkshire Urban and Rural Teaching Partnership and the White Rose Social Sciences Doctoral Training Partnership.
Founded on principles of excellence, equality and opportunity for all, the University of York opened in 1963 with just 230 students. In 2018 it is the home of more than 17,000 students across more than 30 academic departments and research centres. Since opening over fifty years ago, we have become one of the world's leading universities and a member of the prestigious Russell Group.

We are consistently recognised as one of the leading Higher Education Institutes and are ranked 16th in the Times & Sunday Times league table (2017). The University of York has won six Times Higher Education (THE) Awards and five Queen’s Anniversary Prizes.

The University is proud of its association with Athena SWAN, holding 12 awards in support of gender equality, representation and success for all, with gold awards for Chemistry and Biology and a University-wide bronze award.

Of 154 universities that took part in the Research Excellence Framework (REF) in 2014, The University of York ranked 14th overall and 10th for the impact of our research. The University is consistently in the top ten UK research universities and attracts over £60m a year of funding from research alone.

Our vision is to make the University of York a world leader in the creation of knowledge through fundamental and applied research, the sharing of knowledge by teaching students from varied backgrounds and the application of knowledge for the health, prosperity and well-being of people and society.
Attractive workplace

Centred around the picturesque village of Heslington on the edge of the city of York, our colleges are set in an attractive landscaped campus. York enjoys a safe, friendly atmosphere with facilities including bars, shops, theatres and concert halls all within easy walking distance.

The University has undergone an unprecedented period of expansion and renewal since 2000. We have invested in twenty new buildings on the original campus and have completed the first and second phases of a £750m campus expansion. Our investment in new colleges, teaching and learning spaces, laboratories, research facilities and a new sports village mean there has never been a better time to join us.

During this period of change we’ve worked hard to retain our friendly, informal and collegiate atmosphere, which is important to our core values of inclusivity and interdisciplinarity.

We have a thriving international community and are committed to providing staff moving to York with as much support as possible through our Relocation Package and Welcome Officers.

The University is committed to promoting a diverse and inclusive community - a place where we can all be ourselves and succeed on merit. We offer a range of family friendly, inclusive employment policies, flexible working arrangements, staff engagement forums, campus facilities and services to support staff from different backgrounds.

For further information please visit our employee benefit pages.
The City of York

Internationally acclaimed for its rich heritage and historic architecture, York’s bustling streets are filled with visitors from all over the world. Within its medieval walls you will find the iconic gothic Minster, Clifford’s Tower and the Shambles - just a few of the many attractions.

But York isn’t just a great place to visit - it’s also a great place to live and work. While nourishing a vibrant cosmopolitan atmosphere, York still maintains the friendly sense of community unique to a small city.

Visit www.visityork.org for more information on the city of York

Shopping, culture and entertainment

York boasts specialist and unique boutiques but also all the high street stores on its busy shopping streets. Alongside them you will find cinemas, theatres, an opera house, art galleries, a vast range of restaurants, live music venues and clubs. York is particularly renowned for its multitude of pubs and bars, from the modern to the medieval.

Housing and schools

Whether you choose to live close to the city, in one of the surrounding villages or further afield, you will find a wide range of housing within comfortable distance of York and the University. For families, the area has a range of excellent schools both in the state and independent sector.

Great location

York is one of Britain’s best-connected cities. Halfway between London and Edinburgh on the East Coast mainline, on intercity trains you can reach London King’s Cross in less than two hours and Edinburgh in two and a half hours. York is also well served by road links, and it is easily accessible from the A1, M1 and the M62.

For those travelling from overseas, Manchester Airport is two hours away and Heathrow Airport just three and a half. Flights from nearby Leeds Bradford Airport provide easy access to mainland Europe. By Eurostar from London St Pancras, Paris is just over six hours away.

Yorkshire

The Lonely Planet guide recently declared Yorkshire the third best region in the world to visit. There is something to cater to every taste, whether it be the rugged landscapes of the Moors or the Dales, the picturesque seaside towns of Scarborough and Robin Hoods Bay, the gothic architecture of Whitby or the vibrancy of cosmopolitan Leeds.
Apply online

- Go to https://jobs.york.ac.uk
- Find this job using reference 6943
- Complete the online application form

You will need to submit your completed application by midnight (local UK time) on 16 September 2018.

What will I need?

You will need to upload:

- your CV
- a letter describing how you meet the requirements of the job

You will also need details of 2 referees.

Help and assistance

Direct any informal queries to Ellen Roberts at ellen.roberts@york.ac.uk

If you have any questions about your application, contact the HR Services team:

recruitment@york.ac.uk

+44 (0)1904 324835