Associate Lecturer x 2
Department of Politics

Closing date: 13 November 2018
Interview date: to be confirmed
Vacancy reference: 7077
INTRODUCTION

The Department of Politics wishes to recruit up to three full time Associate Lecturers in the areas of international relations, US security policy, terrorism, quantitative methods, public policy and international political economy. The ability to teach in a range of modules within the department will also be an advantage. You will join a strong team and your responsibilities will include teaching and marking at both undergraduate and postgraduate level. You will be expected to deliver lectures, seminars and supervision, develop module content and materials, and undertake a range of associated administrative responsibilities.

The posts are full-time positions of 37 hours per week and are available from 1st September 2019. More information about research and teaching in the Politics Department can be found below and here:

www.york.ac.uk/politics

Informal enquiries may be directed to the Head of Department, Professor Martin Smith (martin.smith@york.ac.uk)

Professor Martin Smith
Head of Department
Main purpose of the role

- To lecture, lead seminars, tutorials and other forms of undergraduate and postgraduate teaching
- 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 be required to undertake some or all of the duties below)

Teaching and Promotion of Learning

- 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, and pedagogic research generally, bringing new insights to the department.
- To make presentations at conferences or exhibit work in other appropriate events

JOB DESCRIPTION

At a glance

<table>
<thead>
<tr>
<th>Salary</th>
<th>£32,236 to £36,609</th>
</tr>
</thead>
<tbody>
<tr>
<td>Hours of work</td>
<td>Full-time (37 hours a week)</td>
</tr>
<tr>
<td>Contract type</td>
<td>Open</td>
</tr>
<tr>
<td>Based at</td>
<td>Heslington Campus West</td>
</tr>
</tbody>
</table>

Main purpose of the role

- To lecture, lead seminars, tutorials and other forms of undergraduate and postgraduate teaching
- 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 be required to undertake some or all of 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.
# PERSON SPECIFICATION

<table>
<thead>
<tr>
<th>Qualifications</th>
<th>Essential/Desirable</th>
</tr>
</thead>
<tbody>
<tr>
<td>PhD (or near completion) in a relevant subject</td>
<td>Essential</td>
</tr>
<tr>
<td>Appropriate academic professional and teaching qualification or a willingness to complete the Postgraduate Certificate in Academic Practice</td>
<td>Essential</td>
</tr>
</tbody>
</table>

**Knowledge**

<table>
<thead>
<tr>
<th>Knowledge</th>
<th>Essential/Desirable</th>
</tr>
</thead>
<tbody>
<tr>
<td>Detailed knowledge of subject area, sufficient to develop teaching and provide relevant learning support to students across different levels of academic ability</td>
<td>Essential</td>
</tr>
</tbody>
</table>

**Skills, abilities and competencies**

<table>
<thead>
<tr>
<th>Skills, abilities and competencies</th>
<th>Essential/Desirable</th>
</tr>
</thead>
<tbody>
<tr>
<td>Highly developed communication skills to engage effectively with a wide ranging audience, both orally and in writing, using a range of media</td>
<td>Essential</td>
</tr>
<tr>
<td>Ability to design and deliver teaching material either across a range of modules or within a subject area</td>
<td>Essential</td>
</tr>
<tr>
<td>Ability to supervise the work of students, provide advice on study skills and assist with learning problems</td>
<td>Essential</td>
</tr>
<tr>
<td>Ability to contribute to the design of course material, content and new teaching approaches in the department</td>
<td>Essential</td>
</tr>
<tr>
<td>Ability to manage and deliver own teaching</td>
<td>Essential</td>
</tr>
<tr>
<td>Ability to plan, manage, organise and assess own teaching contributions</td>
<td>Essential</td>
</tr>
<tr>
<td>Ability to teach undergraduate Quantitative Research Methods</td>
<td>Desirable</td>
</tr>
</tbody>
</table>

**Experience**

<table>
<thead>
<tr>
<th>Experience</th>
<th>Essential/Desirable</th>
</tr>
</thead>
<tbody>
<tr>
<td>Experience in teaching and learning in HE at undergraduate and/or postgraduate level or in an evidenced similar context</td>
<td>Essential</td>
</tr>
<tr>
<td>Experience of using different delivery techniques to enthuse and engage students</td>
<td>Essential</td>
</tr>
<tr>
<td>Evidence of successful planning and designing teaching material</td>
<td>Essential</td>
</tr>
</tbody>
</table>

**Personal attributes**

<table>
<thead>
<tr>
<th>Personal attributes</th>
<th>Essential/Desirable</th>
</tr>
</thead>
<tbody>
<tr>
<td>Attention to detail and commitment to high quality</td>
<td>Essential</td>
</tr>
<tr>
<td>Creativity, initiative and judgement in applying appropriate approaches to teaching, learning support and scholarly activities</td>
<td>Essential</td>
</tr>
<tr>
<td>Collaborative ethos</td>
<td>Essential</td>
</tr>
<tr>
<td>Positive attitude to colleagues and students</td>
<td>Essential</td>
</tr>
<tr>
<td>Willingness to work proactively with colleagues in other work areas/institutions</td>
<td>Essential</td>
</tr>
<tr>
<td>Ability to plan and prioritise own work in order to meet deadlines</td>
<td>Essential</td>
</tr>
<tr>
<td>Commitment to personal development and updating of knowledge and skills</td>
<td>Essential</td>
</tr>
</tbody>
</table>
The Department of Politics is one of the leading centres for research and teaching in Politics and International Studies in the United Kingdom. It was recently ranked eighth in the country for its research performance in the 2014 Research Excellence Framework. The Department also achieves a high level of external recognition for its teaching, and is currently in the top ten of both the Guardian and Times/Sunday Times league tables.

The Department is characterised by a strongly international character, intellectual pluralism, and a commitment both to innovative research and to the application of this knowledge to significant political problems. The Department has undergone a period of significant growth over the past five years, and now consists of 55 academic and teaching staff and 12 support staff. This growth is set to continue, and these posts will contribute to the development of one of our key areas of research and teaching.

Research

The Politics Department at York places research at the centre of its activities. The Department was ranked eighth nationally in the 2014 Research Excellence Framework, and is strongly committed to improving this position. Staff are currently organised into four research clusters in the Department, with overlapping membership: Comparative Politics and Public Policy, Conflict, Security and Development, Political Economy and Political Theory. For further information on our research, including cluster activities and a range of current externally funded research projects please see our web pages: http://www.york.ac.uk/politics/research/

Both individual and collaborative research in the Department is generously supported. In addition to an individual research allowance, staff enjoy a research leave scheme with eligibility for two terms’ leave after nine terms’ service. There are also department and University funds to support a range of collaborative and individual research activities. There is a strong departmental commitment to supporting innovative and high quality research, and research support in the Department includes an extensive research mentoring and peer review scheme, as well as the Departmental seminar programme, workshop programmes supported by the Department’s research clusters, lectures and conferences, and a range of other activities. Much of the Department’s research is externally funded, with awards from a wide range of sources including the ESRC, the British Academy, British Council, DFID, the Nuffield Foundation, the EU, the Leverhulme Trust, United States Institute of Peace, UNDP, and the World Bank.
THE DEPARTMENT

Staff also play an active role in a range of interdisciplinary centres and units across the University, including the Centre for Applied Human Rights, the Morrell Centre for Toleration, the Centre for Urban Research, the Post-War Reconstruction and Development Unit, the Centre for Women’s Studies, the Centre for Ecology, Law and Politics, the Centre for Renaissance and Early Modern Studies, the Centre for Modern Studies, and the York Environmental Sustainability Institute. Staff also collaborate with colleagues at the Universities of Leeds and Sheffield through the White Rose consortium.

Teaching and Learning

Although we are a research-intensive Department we take our teaching very seriously. Our aim is to maintain a collegiate atmosphere where academic practice encompasses equitably distributed research, teaching and administrative duties throughout the staff group.

We currently offer three undergraduate BA (Hons) degrees within the Department: Politics, Politics with International Relations and International Relations.

From 2017 students registered on any of the above programmes can also opt to add an additional year between year two and three to study abroad or to take a professional work placement.

In addition we offer two joint degrees: Politics and English and Politics and History.

We also participate in two interdisciplinary undergraduate degree programmes: Philosophy, Economics and Politics and Social and Political Sciences.

The Department has a large graduate school, with currently 120 MA students and 35 PhD students. There are ten postgraduate taught programmes in the Department.

In addition, the Department participates in an interdisciplinary programme, MA in Philosophy, Politics and Economics.

We host a vibrant PhD community, with students from across the discipline. The Politics Department at York is a member of the White Rose Economic and Social Research Council Doctoral Training Centre. With 48 studentships, this is the second largest DTC. The Politics Department participates in pathways in Politics and International Relations, International Development, Security, Conflict and Justice, among others. The Department is also a member of the Arts and Humanities Research Council White Rose College of the Humanities.

For more details about the Department, our research and our teaching, please visit our website: http://www.york.ac.uk/
THE UNIVERSITY

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 AND THE REGION

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 7077
- Complete the online application form

You will need to submit your completed application by midnight (local UK time) on 13 November 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 X referees.

Help and assistance
Direct any informal queries to the Head of Department, Professor Martin Smith martin.smith@york.ac.uk.

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

recruitment@york.ac.uk
+44 (0)1904 324835