

## RECRUITMENT PACK

This document includes the following information:

- Job Description
- Person Specification
- Additional information

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### Making an application:

**Please complete the short on-line application form and attach the following 5 documents:**

- a) A covering letter setting out how you meet the requirements of the role as set out in the person specification.
- b) A full curriculum vitae (CV) including any publications. You should provide information on the range and content of your teaching and supervision experience, as well as on curriculum development. You should also specify your 4 most significant papers published within the past 5 years (or an equivalent number appropriate to being an early career researcher). Applicants from within the UK should indicate which publications have been submitted to the REF 2014 and any assessment of the rating for each piece of work; For more information about the REF visit [www.ref.ac.uk](http://www.ref.ac.uk)
- c) An education statement of no more than two sides of A4 setting out your track record in terms of contribution to pedagogical developments and, where appropriate, the development of professional practice. You should also include a reflective statement on your approach to research-led education and how it draws on pedagogical research. Also indicate how you ensure your continuing professional development as an excellent teacher in higher education.
- d) A research statement of no more than two sides of A4 providing details of your research plans for the next three years. This should include details of books, chapters or papers in progress together with planned publication dates. For journal articles please provide details of target journals and planned submission dates. If you have papers that are currently under review please detail the stage these have reached and the timescale you expect those papers to be accepted for publication. If you have papers that have been accepted for publication but not yet published please provide the date the paper was accepted for publication.
- e) A document of no more than two sides of A4 setting out your three year plan for generating external funding to support your research.

Shortlisting is undertaken by a panel after the closing date on the basis of information provided and failure to upload the requested documents will result in an application being rejected.

A commitment to sustaining an inclusive and diverse community is one of the University's Core Values and we are keen to address any imbalances in our workforce.

The University of Essex is proud to be part of the Disability Confident scheme and is committed to supporting diversity and equality, representative of our inclusive community. As part of our commitment to this scheme any candidate who has a disability and meets all the essential criteria for the role will be offered an interview. We also work in partnership with national disability organisation DisabledGo who provide detailed online access guides to many of our campus buildings and facilities which you may find useful.

Please note: We are only accepting on-line applications for this post. However, if you have a disability that makes it difficult for you to provide us with information in this way, please contact the Resourcing Team (01206-874588/873521/873461) for help.

**Closing Date: 4 February 2018**

**Interviews are planned for: 8 March 2018**



### JOB DESCRIPTION – Job ref REQ01098

<b>Job Title and Grade:</b>	Lecturer in Childhood Studies Grade 9
<b>Contract:</b>	Permanent, full-time
<b>Hours:</b>	A notional minimum of 36 hours per week
<b>Salary:</b>	£39,993 - £47,722 per annum
<b>Department/Section:</b>	Department of Psychosocial and Psychoanalytic Studies
<b>Responsible to:</b>	Head of Department
<b>Reports on a day to day basis to:</b>	Head of Department
<b>Purpose of job:</b>	To take up a key role in developing and delivering the taught programme BA Childhood Studies. To conduct high quality research and contribute to the Department's outstanding research profile.

#### Duties of the Post:

The main duties of the post will include:

#### General Responsibilities of the Post:

1. To take an active part in the delivery and development of teaching in the Department of Psychosocial and Psychoanalytic Studies.
2. To conduct high quality academic research leading to publications, including submitting research grant proposals and conducting funded research.
3. To function as a full member of academic staff, taking part in the activities and responsibilities of the Department.

#### Academic Responsibilities

The post holder will be expected to:

1. Teach on the BA Childhood Studies (and other programmes, e.g. FdA/BA Therapeutic Communication and Therapeutic Organisations or MA Psychoanalytic Studies).
2. To help develop, support and review student placements and work-based learning.
3. Support students as a personal tutor in a pastoral or advisory role.
4. Supervise and support Undergraduate (UG) and Postgraduate Taught (PGT) students in their research projects.
5. Assessment of student's course work, and exams.
6. Contribute to PGR student supervisory panels and examinations where appropriate.
7. Assist in the development of the BA Childhood Studies, and in the development of new programmes, e.g. at MA level, in the area of psychosocial or childhood studies.
8. Conduct high quality research leading to publications in peer reviewed international journals, and contribute the requisite number of high quality peer reviewed items to PPS' submission to the Sociology panel in REF 2021.
9. To develop and submit high quality grant proposals and funding applications.
10. Active participation in departmental research culture including research meetings and seminars.

### **Administrative Responsibilities**

The post holder will be expected to:

1. Be fully involved in the development of the BA Childhood Studies and take up a leading role on this programme.
2. Play a lead role in recruiting to the Department's programmes.
3. Eventually, to take up a specific area of responsibility within the department contributing to the running and development of that area.
4. Contribute to conferences, seminars and events to support a lively academic learning community.
5. Help in the development of UG and PGT programmes in the areas of childhood or psychosocial studies.
6. Work closely with colleagues in programme team(s) and attend the relevant teachers' meetings.
7. Attend and participate in staff training and professional development opportunities available within the university.
8. Where appropriate, take up responsibilities within the Department as requested by the Head of Department.

Any other duties as may be assigned from time to time by the Head of Department or their nominee.

***These duties are a guide to the work that the post holder will initially be required to undertake. They may be changed from time to time to meet changing circumstances.***

**It should be noted that there is a contractual requirement for some members of academic staff to undertake research duties. If this requirement applies to a post it will be clearly stated in the job description, which forms part of the contract of employment.**

#### **Terms of Appointment:**

For a full description of the terms of appointment for this post please visit:

<http://www.essex.ac.uk/hr/current-staff/terms.aspx#>

December 2017

## PERSON SPECIFICATION

<b>JOB TITLE: Lecturer in Childhood Studies</b>
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### Qualifications/Training

	Essential	Desirable
▪ Master's degree in a relevant subject area, or equivalent professional qualification	<input checked="" type="checkbox"/>	<input type="checkbox"/>
▪ PhD in a relevant subject area (or be in the final stages of completion), or equivalent professional qualification	<input checked="" type="checkbox"/>	<input type="checkbox"/>
▪ Relevant teaching qualification or professional recognition with the Higher Education Academy (HEA)	<input type="checkbox"/>	<input checked="" type="checkbox"/>
▪ Experience of professional work with children and young people	<input type="checkbox"/>	<input checked="" type="checkbox"/>

### Experience/Knowledge

	Essential	Desirable
▪ Experience in relevant teaching, or demonstrable potential to achieve this	<input checked="" type="checkbox"/>	<input type="checkbox"/>
▪ Experience in relevant research activity with a record of substantial publications of peer-reviewed international quality, or demonstrable robust evidence that this will develop, and a clear publications plan for submission to REF 2021	<input checked="" type="checkbox"/>	<input type="checkbox"/>
▪ Evidence of a coherent and fertile research agenda	<input checked="" type="checkbox"/>	<input type="checkbox"/>
▪ A record of successful performance of administrative duties	<input type="checkbox"/>	<input checked="" type="checkbox"/>
▪ Knowledge of and sympathy with psychodynamic perspectives on childhood	<input type="checkbox"/>	<input checked="" type="checkbox"/>

### Skills/Abilities

	Essential	Desirable
▪ Demonstrated skills and enthusiasm for innovation in teaching at a range of levels	<input checked="" type="checkbox"/>	<input type="checkbox"/>
▪ The ability and willingness to work with colleagues as part of a team	<input checked="" type="checkbox"/>	<input type="checkbox"/>
▪ The ability and willingness to play an active part in the administration of the Department, including a commitment to attend all staff meetings relevant to your role	<input checked="" type="checkbox"/>	<input type="checkbox"/>
▪ The ability and willingness to take a lead role in programme development	<input checked="" type="checkbox"/>	<input type="checkbox"/>
▪ The ability and willingness to take a lead role in recruitment activity, including making site visits	<input checked="" type="checkbox"/>	<input type="checkbox"/>
▪ Involvement in regional, national, and international networks relevant to your academic work	<input type="checkbox"/>	<input checked="" type="checkbox"/>

### Other

	Essential	Desirable
▪ Ability to meet the requirements of UK 'right to work' legislation*	<input checked="" type="checkbox"/>	<input type="checkbox"/>
▪ Willingness to become involved in extra-curricular activities within the Department (e.g. open days; research student conferences; etc.)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
▪ Willingness to join a team which includes a wide range of depth psychological clinicians and scholars	<input checked="" type="checkbox"/>	<input type="checkbox"/>



\* The University has a responsibility under the Asylum, Immigration and Nationality Act 2006 to ensure that all employees are eligible to work in the UK. Prior to commencing employment, the successful candidate will be asked to provide documentary evidence to this effect. The University may be able to offer Tier 2 Sponsorship for this role. For further information about UK immigration requirements please follow this link <https://www.gov.uk/government/organisations/uk-visas-and-immigration>

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## **Additional Information**

### **Department of Psychosocial and Psychoanalytic Studies**

You can find more information about the department at the following link:

<http://www.essex.ac.uk/see/pps>

### **People Supporting Strategy**

Please find a link to the People Supporting Strategy.

<http://www.essex.ac.uk/hr/policies/docs/people-oct15.pdf>

### **General information**

Informal enquiries may be made to Chris Nicholson, Deputy Head of Department (telephone: 01206 873075, e-mail: [cnich@essex.ac.uk](mailto:cnich@essex.ac.uk)). However, all applications must be made online.

### **Benefits**

Our staff and students are members of the University for life. We believe a person's potential is not simply defined by grades or backgrounds, but by willingness to question, to collaborate and to push at the edges of knowledge and their own potential.

As an employer we offer a range of benefits and a commitment to career development and equal opportunities in an environment that both reflects and creates a rich interaction of people, disciplines and ideas.

- Pension scheme
- Generous holiday entitlement
- Competitive salaries
- Training and development Family Friendly policies
- On campus childcare facilities, for more information visit [www.wivenhoeparkdaynursery.co.uk](http://www.wivenhoeparkdaynursery.co.uk)
- Childcare vouchers
- Relocation package for qualifying staff
- Interest free season ticket loan
- Range of optional salary exchange tax benefits (pension, childcare and bicycle schemes)

### **No smoking policy**

The University has a no smoking policy.

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