

RECRUITMENT PACK

This document includes the following information:

- Job Description
- Person Specification
- Additional information

Making an application:

Please complete the short on-line application form and attach the following 4 documents. 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) Include a full curriculum vitae (CV) including any publications. Where relevant you should 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 <http://www.ref.ac.uk/>**
- b) A document of no more than 2 sides of A4 setting out how you meet the requirements of the role as set out in the person specification.**
- c) A document 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, and your future plans in these areas over the next three years. Where relevant also include your research plans for the next three years.**
- d) A document of no more than two sides of A4 setting out, first, your approach to research-led education and how that is informed by pedagogical research and, secondly, how you ensure your continuing professional development as an excellent teacher in higher education.**

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.

We are proud to have been a Two Ticks employer since August 2008 and, as part of our commitment to this scheme, we guarantee an interview to any candidate with a disability who meets the essential criteria for the post. 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) for help.

Closing Date: 31 October 2016

Interviews are planned for: 1 December 2016

Produced by:
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JOB DESCRIPTION – Job ref REQ00241

Job Title and Grade:	Lecturer in Social Psychology and Sociology Grade 9
Contract:	Permanent, Full Time
Hours:	A minimum of 36 hours per week
Salary:	£39,324 per annum
Department/Section:	Sociology
Responsible to:	Head of Department
Reports on a day to day basis to:	Head of Department
Purpose of job:	The post holder will be expected to teach our core social psychology undergraduate module as well as substantive topics in his or her area of specialism. The role will also involve the supervision of undergraduate, Masters and PhD dissertations as well as contributing to the general administration of the Department. The post holder will be expected to carry out high quality research in his or her area of specialism. We encourage applications from early career researchers.

Duties of the Post:

The main duties of the post will include:

1. To contribute to the development and delivery of teaching and research in the Department of Sociology.
2. To function as a full member of academic staff, taking part in the activities and responsibilities of the Department.
3. Research in any area of sociology.
4. Publication in leading international journals.
5. Submission of research grant applications and any other activities which promote the research profile of the Department.
6. Active participation in departmental research culture including meetings, seminars and workshops.
7. Teaching in undergraduate social psychology and substantive modules related to research specialism(s).
8. Supervision and support of undergraduate and MA students in their research projects.
9. PhD supervision and involvement in PhD progress boards.
10. Supervision of graduate teaching assistants (if applicable).
11. Fulfilment of any assessment and examination duties.
12. Administrative duties, which might include student recruitment, and sitting on Departmental committees and Boards of Examiners.
13. Any other duties as may be assigned from time to time by the Head of Department of Sociology or his/her 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.

For Academic posts only: 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#>

October 2016



PERSON SPECIFICATION

JOB TITLE: Lecturer in Social Psychology and Sociology

Qualifications /Training

	Essential	Desirable
▪ To have completed a PhD in Sociology or allied field	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Experience/Knowledge

	Essential	Desirable
▪ Teaching experience in sociology or an allied field, at postgraduate and undergraduate level.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
▪ A record of successful performance of administrative duties.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
▪ Demonstrable evidence of a clear publication plan for submission to the Research Excellence Framework (REF) 2020	<input checked="" type="checkbox"/>	<input type="checkbox"/>
▪ Evidence of a coherent and fertile research agenda	<input checked="" type="checkbox"/>	<input type="checkbox"/>

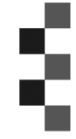
Skills/Abilities

	Essential	Desirable
▪ High quality research and publication.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
▪ Demonstrable potential to generate external funding.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
▪ Willingness to engage positively in seminars/workshops and other departmental events.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
▪ The capacity necessary for design, delivery and assessment of undergraduate and postgraduate modules in his/her area of specialisation.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
▪ The capacity necessary for the design, delivery and assessment of undergraduate and postgraduate modules in social psychology.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
▪ Ability to contribute to courses in areas of Sociology other than his/her main area of specialisation, and willingness to collaborate with other members of staff in teaching developments.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
▪ Capacity to engage with and motivate students.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
▪ Administrative experience and willingness to make an administrative contribution to the Sociology Department.	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Other

	Essential	Desirable
▪ Ability to meet the requirements of UK 'right to work' legislation*	<input checked="" type="checkbox"/>	<input type="checkbox"/>
▪ Ability to teach quantitative and qualitative research methods at undergraduate and post-graduate level.	<input type="checkbox"/>	<input checked="" 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 information - Department of Sociology

You can find more information about the department at the following link
<http://www.essex.ac.uk/sociology/>

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 Professor Sean Nixon, Head of Department (telephone: 01206 872646 e-mail: snixon@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 a 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
- 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.

October 2016