**ANNEXURE A**

**JOB DESCRIPTION**

**Job Title: Senior Lecturer in Psychology**

**Campus:** Mauritius

**Contract Terms: L**ocal terms and conditions apply

**Line Manager: Area Head**

**Employer:** Middlesex University Mauritius Branch Campus (Middlesex International Ltd)

**Overall Purpose:** To operate effectively as part of a team of academic, technical and

Administrative colleagues to facilitate learning in the University to

the highest quality through teaching, administration and academic

advisory work. Contribute to curriculum development and undertake

research and/or consultancy.

**Principal Duties:**

**Learning and Teaching**

To contribute to teaching and learning through:

* Delivery of high quality teaching to students at undergraduate and postgraduate level
* Identification of best and innovative practices in learning and teaching and build them into personal teaching practice
* Ensuring that personal research and knowledge of the field inform personal teaching practice
* Contributing actively to initiatives which identify new and best practice in teaching and learning and promote it across the campus and institution
* Taking lead responsibility for a programme area, subject or course, as required
* Enhancing student experience and outcomes
* Providing advice and guidance to students to support their academic progress

through the University. This entails acquiring a broad understanding of the philosophy

and operation of the academic structure, detailed understanding of the assessment

regulations and procedures.

* Close liaison with teaching, technical and administrative staff as appropriate to ensure

a quality teaching and learning environment.

* Supervision of undergraduate and/or postgraduate dissertation students.

**Academic Leadership and Management**

* Lead learning and teaching activities in a particular area as agreed, e.g. programme leadership
* Manage research and knowledge transfer activity – e.g. a self-contained project or a strand of a broader programme
* Contribute to cross-Campus activities, such as student recruitment, induction, assessment, national and international partnerships etc
* Advise and coach colleagues
* Manage allocated people and resources if required
* Undertake other activities, as required including personal administrative work, which includes filing, word processing, and using the student database (MISIS).
* Awareness of quality assurance procedures as per higher education standards

# Research, Scholarship and Consultancy

* Undertake personal research and/or scholarly activities and/or consultancy contributing

to the Campus and University profile.

* Jointly or independently, develop bids for and secure competitive funding for research and knowledge transfer projects
* Contribute to team activity and where appropriate lead on major research and knowledge transfer projects
* Maintain a research profile, including outputs, normally of high international standing
* Demonstrate commitment to making an impact on society, based on research and knowledge transfer
* Supervise Masters and Doctoral students.
* Demonstration of strong ethics and rigour in research and practice

**General Functions**

* To participate in the University staff appraisal scheme and other relevant activities.
* To attend meetings and committees as appropriate.
* To undertake any other duties as shall be reasonably requested.

**Flexibility**

Please note that, given the need for flexibility in order to meet changing requirements, the

duties of this post and the role of the post holder may be changed after consultation.

**Working Environment**

The University and campus have a No Smoking policy.

The University is working towards Equality of Opportunity.

**PERSON SPECIFICATION**

**Post Title:** Senior Lecturer in Psychology

Campus: Middlesex University Mauritius Campus

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| **Criteria Headings** | **Essential** | **Desirable** |
| **Education/ Training** | * Undergraduate degree in relevant discipline * Postgraduate qualification in relevant discipline * Doctorate * Professional teaching qualification * Evidence of undertaking research and scholarship in relevant subject areas/ engagement in high level professional practice * Familiar with core curriculum of relevant subject areas | * Professional qualification |
| **Experience** | * Experience of teaching in relevant areas within a HE Institution with evidence of successful learning outcomes or relevant professional experience * Experience of using and promoting technology enhanced learning to innovate practice * Experience as Module Leader at either UG or PGT level in a HE Institution * Evidence of research performance and research outputs of international standard /evidence of leadership in professional practice * Experience of presentation at academic conferences or similar settings |  |
| **Skills / Aptitudes/**  **Competencies** | * Developed and effective communication, presentation and interpersonal skills * Ability to initiate work independently, teach and support and guide students and other academic’s at all levels * Excellent presentational skills with the ability to communicate research findings to appropriate audiences * Capable of organising and leading projects (including but not limited to academic programmes) with the ability to prioritize and respond effectively to new situations and problems * Ability lead and to work as part of a team on teaching programmes and other school/campus initiatives * Ability to develop effective working relationships with a wide variety of colleagues, both within and outside the University Sector | * Contemporary (within the last three years) evidence of positive impact as a leader, either in learning and teaching, research or professional practice |