

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 3 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.
- 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.

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.

We recommend that you take a copy of this recruitment pack to help with your preparation.

Our commitment to Equality, Diversity and Inclusion

At Essex our people are at the centre of everything we do and we aspire to build a culture in which every member of the University feels valued and can flourish.

We are committed to equality of opportunity, to being fair and inclusive. We therefore particularly encourage applications from candidates who are likely to be underrepresented in our workforce.

These include people from Black, Asian and Minority Ethnic backgrounds; disabled people and LGBTQ+ people and from women in our grades 9-11 roles.

The [diversity of our community](#) is more than where our staff and students come from. More than 1000 of our staff and students identify as LGBTQ+, more than 1,300 have declared a disability and many members of our community follow a religion or belief.

You can read more about our commitment to Equality, Diversity and Inclusion [here](#).

Our [Strategy](#) sets out how we will do this through the delivery of a fair and supportive working environment for all.

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 [AccessAble](#) 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 (resourcing@essex.ac.uk) for help.

Closing Date: 23 November 2026

Interviews are planned for: To be confirmed

Expected start date: To be discussed at interview

UNIVERSITY OF ESSEX JOB DESCRIPTION

Job Title and Grade:	Lecturer (ASE); Grade 8
Contract:	Permanent, Part-time (0.4 FTE (two days per week) or 0.6 FTE (three days per week))
Hours:	Your hours of work are as required to perform the duties of your role, for a full time employee this is 36 hours per week. For this role, the part time hours are either two days - 14.4 hours per week or three days - 21.6 hours per week.
Salary:	£38,784 - £46,049 per annum, pro-rata
Department/Section:	School of Health and Social Care (HSC)
Responsible to:	Head of Department (HoD)
Purpose of role:	To take an active part in the delivery and development of the Oral Health programmes.

CONTEXT

The School of Health and Social Care is at the forefront of preparing people to solve real-life issues in health and society, offering courses and research that both commissioners and employers believe in. We work in partnership with various people and organisations, who offer us their expertise and experience, making us a team of people who truly understand what is needed from health and social care professionals and services— now and in the future.

The School has an excellent reputation for teaching and research in health and social care. Our academic members of staff include dental professionals, social workers, nurses, allied health care professionals, psychologists, and sociologists. The School is based at Colchester and Academic staff are supported by a team of administrative staff. The School is undergoing exciting changes and expansion with the introduction of a host of new courses, including Nurse Associate Apprenticeships and the Master in Global Public Health.

The School is seeking to expand the Oral Health Science academic team. The person appointed would be joining our team of Oral Health staff who are based at the Colchester campus and would support the team as they develop expansion plans for Oral Health training programmes at the University of Essex.

We would particularly welcome applications from individuals that are keen to contribute actively to excellence in education by designing and delivering broadly based, substantive and effective teaching, and providing learning support, at undergraduate and postgraduate levels (e.g. curriculum development and review, assessment and feedback, research supervision, etc.) as agreed with the Dean of School/Head of Division for Oral Health. Applicants should have a strong commitment to team working and to enhancing the contribution of both research and education to Oral Health Science, including Dental Hygiene and Dental Therapy.

This role will require management, administration and organisation alongside the support of students on our existing programmes, and generally enhancing our research-led teaching in Oral Health. We aim for excellence in research as well as in education and are looking for candidates who can contribute to both.

KEY RESPONSIBILITIES OF THE POST

- To contribute to excellence in education by designing and delivering teaching and providing learning support, at undergraduate and postgraduate levels (e.g. curriculum development and review, assessment and feedback, research supervision, etc.) as agreed with the HoD.
- To undertake leadership duties related to education appropriate to career stage as may be reasonably required by the HoD.
- To enhance the scholarly reputation of the Department and the University by contact with the wider academic community and participation in knowledge exchange activity.
- To contribute expertise and knowledge to departmental and/or institutional initiatives as directed by their Head of Department.

MAIN DUTIES OF THE POST

Education

- To engage effectively in substantive teaching and learning support roles in the Department, and develop a broad understanding of how such activities support student learning.
- To design, plan and deliver learning (modules, programmes of study, etc.) in creative and innovative ways appropriate to the subject area and level, taking into account departmental action planning and priorities.
- To deliver and support learning activities (modules, programmes of study, etc.) in stimulating and inclusive ways appropriate to the subject area, level, range of learners and learning environment.
- To select appropriate methods of assessment and feed back to learners (UG, PG, work-based, etc.) in evidence-informed ways appropriate to the subject and level.
- To supervise student projects, fieldwork and placements.
- To gain Fellowship of the Higher Education Academy within their probationary period (usually three years for permanent posts).
- To support faculty and departmental quality assurance procedures and quality enhancement initiatives to ensure that teaching and learning support meets the standards expected within a research-led university.
- To participate in the development of training strategies to meet the General Dental Council guidelines and national initiatives.

Leadership and Citizenship

- To be proactive within the Department and engage in activities beyond your own education duties, (e.g. open days, staff meetings, working groups and relevant committees), as may be reasonably required by the Head of Department.
- To participate in knowledge exchange activity through the development of internal and external networks, and establish links with relevant academic and professional bodies, contracts and employers.

- To collaborate with colleagues on course development and curriculum changes as appropriate to career stage.
- To ensure knowledge and skills relevant to the profession are up-to-date and applied in education and research, and that the implications of quality assurance and quality enhancement for professional practice with a particular focus on teaching are fully understood and enacted where required.
- To engage in continuing professional development in relevant subjects/disciplines and your pedagogy, incorporating the outcomes from research, scholarship and the evaluation of professional practice.
- To participate in the implementation and quality assurance of the education and training programmes for undergraduates and postgraduates.
- Expanding the strategic partnership with local practitioners to build placement capacity.
- Maintaining and further developing links with local dental care professionals, to facilitate student placements, encourage and develop continuous professional development opportunities for local dental practitioners.
- Identifying opportunities for expanding pre- and post-registration provision to meet the continuing needs of dental care workforce.
- Contributing to the administration of the School.
- Providing pastoral care for students.

Scholarship and Professional Practice

- To incorporate subject and pedagogic research and/or scholarship into learning and assessment as part of an integrated approach to academic practice.
- To contribute to your individual field of expertise as appropriate to the discipline and career stage.
- To conduct individual or collaborative scholarly research projects as appropriate to the discipline and career stage.
- To reflect on the practice and the development of teaching and learning skills within specific contexts.

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.

TERMS OF APPOINTMENT

For a full description of the terms of appointment for this post please visit our [website](#).

UNIVERSITY OF ESSEX PERSON SPECIFICATION

JOB TITLE: Lecturer (ASE); Grade 8	POST REF: REQ10380
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QUALIFICATIONS / PROFESSIONAL RECOGNITION	Essential	Desirable
■ Relevant post-graduate level degree in subjects within Oral Health or be close to completion or equivalent professional experience or practice.	X	
■ Fellowship of the Higher Education Academy or the ability to gain professional recognition at this or a higher level if appropriate.	X	
■ Current registration with the GDC as a Dental Therapist, or Dentist with a clear record to practise.	X	
EXPERIENCE/KNOWLEDGE	Essential	Desirable
■ Experience of working independently in teaching at undergraduate and/or postgraduate levels, or demonstrable potential to engage in teaching and learning support in engaging and innovative ways.	X	
■ Experience of contributing to designing and planning learning activities, developing effective learning environments (face to face and/or virtual) and approaches to student support and guidance.	X	
■ Sustained engagement in continuing professional development in relevant subjects/disciplines and their pedagogies, incorporating research, scholarship and the evaluation of professional practices.	X	
■ Understanding of / willingness to engage with the implications of quality assurance and quality enhancement for academic and professional practice with a particular focus on teaching.	X	
■ Knowledge and understanding of research and evidence-based practice.	X	
■ Experience in Oral Health clinical practise, meeting the requirements for retaining registration with the GDC.	X	
SKILLS/ABILITIES	Essential	Desirable
■ The ability and willingness to complement and enhance the department/school's education strengths and areas of planned development.	X	
■ The ability and willingness to engage in knowledge exchange and outreach activities.	X	
■ A clear understanding of how students learn both generally and within their subject/disciplinary area(s) and the ability to apply this understanding to their own practice.	X	
■ A commitment to the on-going evaluation of their own teaching and an ability to do this effectively, with the support of others where appropriate.	X	
■ Strong communication skills, both written and verbal.	X	

■ An appreciation of the value of appropriate technologies and an ability and/or willingness to deploy these when relevant.		X
■ To keep up to date with the current practice of dentistry, teaching and legislation.	X	
■ Willing to work on different sites including Colchester campus and practice placements.	X	

PROFESSIONAL VALUES	Essential	Desirable
■ A commitment to helping develop dynamic communities of research and education at the University.	X	
■ A strong and well-articulated commitment to the University's values and mission to deliver excellence in both education and research (integrated academic practice).	X	
■ A commitment to respect individual learners and diverse learning communities and to promote participation in higher education and equality of opportunity for all learners via student-centred practice.	X	
■ A commitment to using evidence-informed approaches and the outcomes from research, scholarship and continuing professional development in their academic practice.	X	
■ An acknowledgement of the wider context in which higher education operate.	X	
■ A willingness to participate in extra curricula departmental activities (e.g. events supporting recruitment, welcome and employability).	X	
■ To be committed to sustainable education practice as defined in the University's Sustainability Sub-Strategy and our goal of achieving net zero by 2035.	X	
■ A commitment to uphold the GDC Standards of Conduct, Performance and Ethics and to exhibit professional behaviours and attitudes in keeping with the GDC and NHS values.	X	
ELIGIBILITY	Essential	Desirable
■ The ability to meet UK 'right to work' requirements*.	X	
■ The ability to fulfil the requirements of a DBS check (see general information)	X	

* In accordance with Home Office guidance and the Asylum, Immigration and Nationality Act 2006 the University of Essex has a responsibility to ensure 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. For those who do not have a right to work in the UK, the University is a UKVI licensed sponsor and may be able to provide sponsorship to successful candidates who are offered skilled roles and meet the eligibility criteria. Further information about UK immigration requirements and working in the UK can be found on the Home Office website www.gov.uk/skilled-worker-visa

ADDITIONAL INFORMATION

Department

You can find more information about the department on our website:

<https://www.essex.ac.uk/departments/health-and-social-care>

Our Strategy

Please find a link to our Strategy webpages below:

<https://www.essex.ac.uk/about/university-strategy>

General information

Informal enquiries may be made to Mick O'Regan, Senior Lecturer (telephone: 01702 328293, e-mail: moregan@essex.ac.uk). However, all applications must be made online.

The University of Essex is a campus-based University and all academic appointments are made with the expectation that you will be present on campus to fulfil the requirements of your position. At the time of a job offer, the possibility of hybrid working, will be discussed and considered on an individual basis, but you will be required to be based within the UK.

At the University of Essex we use consistent language and terminology that articulates more clearly the responsibilities for education, research and leadership/citizenship associated with each academic role. This will help new colleagues to understand the University values from the moment they engage either as an applicant or new colleague, and help them to understand the future career pathways available to them as they become more established in their role.

We advertise our salaries on a range to indicate the trajectory of progression that can be made. Appointments are usually made at the start of the salary range. The university salary structure includes automatic pay progression within the published grades, subject to service and performance. In addition to this, there are performance related annual pay review schemes in place.

Enhanced DBS

Due to the nature of the work, applicants who are offered employment will be subject to a criminal record check (known as a Disclosure) by the Disclosure and Barring Service before the appointment is confirmed. This will include details of all cautions, reprimands or final warnings as well as convictions.

We encourage applicants to provide details of all warnings, reprimands, cautions or criminal offences at an early stage in the application process. Should you wish to declare such information, please email the Resourcing Team in confidence, (resourcing@essex.ac.uk) attaching brief details. We guarantee that this information is shared only with the recruiting manager.

A copy of the University of Essex policy on the recruitment of ex-offenders is available on the University website: <https://www.essex.ac.uk/staff/recruiting-staff/recruitment-of-ex-offenders-and-disclosure-and-barring-service>

Having a criminal record will not necessarily bar you from working with us – this will depend on the nature of the position and the circumstances and background to your offence

Benefits

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
- Relocation support package for qualifying staff
- Interest free season ticket loan
- Range of optional salary exchange tax benefits (pension and bicycle schemes)

Staff communities, networks and forums

We are proud to have a number of [staff Networks](#) including: [Access Forum](#), [Black Asian and Minority Ethnic community Staff Forum](#), [Essex Women's Network](#), [Global Forum](#), [LGBTQ+ and Allies Community](#) and [Parent's Support Network](#).

Our Colchester campus based [Faith Centre](#) hosts regular services, meetings and events organised by our chaplains and faith representatives.

This document is produced by:

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