**JOB DESCRIPTION**

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| **POST TITLE:** | **Lecturer (Teaching, Scholarship and Professional Practice (TSPP)) in Paramedic Practice** |
| **POST NUMBER:** | **A02945** |
| **GRADE:** | **7** |
| **RESPONSIBLE TO:** | **Head of Department** |
| **LOCATION:** | **School of Health and Life Sciences** |

**PURPOSE:**

**To contribute to teaching, scholarship, professional practice, enterprise and knowledge exchange in the Department of Nursing, Midwifery and Paramedic Practice in the School of Health and Life Sciences.**

## DUTIES AND RESPONSIBILITIES

The standard TSPP academic role at the University includes a combination of teaching, scholarly activity, professional practice, enterprise and knowledge exchange, and associated administration activities. While all roles will combine these areas of work, the relative weight of each will vary between and over time for each individual role holder.

### Teaching, Learning and Student Support

1. To contribute to the design, delivery, assessment and quality assurance of the University's programmes and modules at all levels, including module leadership and curriculum development.

2. To deliver innovative, engaging and effective teaching through a range of delivery styles including distance learning, team based working and so on.

3. To ensure that learning provided to students is contemporary, underpinned and informed by scholarly activity, professional practice, external stakeholders

and current developments in the field, to ensure the advancement of relevant discipline areas within the University.

4. To support student learning, the pastoral needs of students, and student retention through the provision of personal tutoring, academic advice and guidance.

**Scholarship Activity and Professional Practice**

5. Undertake scholarly activity and professional practice, including developing a standing as a scholar and/or practitioner in your field, and contributing to knowledge in, and the development of, the discipline that contributes to the profile and reputation of the School.

6. Collaboration in scholarly activities and/or professional practice based initiatives with colleagues within and external to the University, including dissemination of outcomes generated through the production of high quality publications and contributions to internal and external conferences.

7. Engage in subject specific, professional and pedagogic activities as required to support teaching activities and ensure scholarly activity and professional practice informs and contributes to teaching.

8. Develop and maintain internal contacts and an external professional profile, including membership of appropriate professional bodies, refereeing, external examining and other scholarly activities.

**Enterprise and Knowledge Exchange**

9. Contribute to the University's income generation through enterprise, consultancy, professional/workforce development and other knowledge exchange activities.

10. Develop external networks and build relationships with external stakeholders.

11. Liaise with colleagues and students to promote collaborative working and the dissemination of best practice.

**Administrative and General Responsibilities**

12. Support the University Mission and Values and work within University policies and procedures including:
    - Adhering to the University's Health and Safety Policy and guidelines.

- Adhering to the General Data Protection Regulation and the Data Protection Act 2018.
- Support the University Mission and Values and work within University policies and procedures.

13. Participate, where appropriate in University, School and Departmental management activities including module leadership, attendance at staff meetings and examination boards.

14. Produce appropriate reports and documentation to support delivery of activities as requested by line manager.

15. Engage effectively with colleagues and students to promote collaborative working and the dissemination of best practice.

16. Conduct and engage in work to support the School's objectives, particularly the delivery of an academic provision, at locations in Europe, India, China and South East Asia as and when reasonably required.

17. Contribute to University marketing and profile building activities, including student recruitment.

18. Apply a flexible approach to working.

19. Undergo continuous professional development to ensure professional knowledge and status is maintained, developed and enhanced.

**I acknowledge receipt of the above-mentioned duties and responsibilities and confirm my acceptance of them.**

**Signed:** _____

**Date:** _____