University of Essex

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 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 were produced for the current REF and the assessment rating given to these publications by your current institution, if available. For more information about the REF visit 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.

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.

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 876559) for help.

Closing Date: 16 November 2026
Interviews are planned for: 27th November 2026
Expected start date: 04 January 2027

UNIVERSITY OF ESSEX
JOB DESCRIPTION

Job Title and Grade:	Lecturer (ASER); Grade 9
Contract:	Permanent, Full-time
Hours:	Your hours of work are as required to perform the duties of your role, for a full-time employee this is normally 36 hours per week.
Salary:	£47,389 - £56,535 per annum
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 Social Work. To conduct high-quality research and contribute to the School's research profile.

CONTEXT

The School of Health and Social Care

The School of Health & Social Care has an excellent reputation for teaching and research. Our academic members of staff include occupational therapists, speech and language therapists, psychological therapists, nurses, social workers, oral health practitioners and sociologists. Social Work at The University of Essex was ranked No. 1 in the UK for Social Work in The Times and Sunday Times Good University Guide 2026, recognising the excellence of our teaching, research, student experience, and partnerships with practice. This achievement reflects the dedication of our staff, students, practice educators, service users, and community partners who collectively contribute to the outstanding quality of Social Work education at Essex. More recent league tables have continued to place Essex among the top-performing Social Work programmes nationally, including a joint 3rd place ranking in the Guardian University Guide 2027.

This role will require management, administration and organisation alongside support of students on our existing programmes, and generally enhancing our research-led teaching in Social Work. 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 substantive and effective teaching and 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 engage in individual and/or collaborative research activity (resulting in internationally excellent publications) that is in keeping with REF criteria.
- To generate external research funding, including in collaboration with colleagues, appropriate in scale to career stage and subject area norms.
- To undertake leadership duties related to research and education appropriate to career stage and as allocated by the HoD.

- To enhance the scholarly reputation of the Department and the University by contact with the wider academic community and the dissemination of knowledge via public communication and other activities.

- 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 contribute to high-quality 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 department planning and priorities.

- To assess 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 supervise postgraduate taught students appropriate for the discipline.

- To complete, within their probationary period (usually three years), a recognised higher education qualification or recognition process aligned with Descriptor 2 of the UKPSF (e.g. Fellowship of the Higher Education Academy).

- To contribute to 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.

Research

- To develop a research agenda which pursues individual and/or collaborative research objectives and proposals of high quality that will as a minimum meet the University's expectations for future Research Exercise Framework (REF) exercises.

- In collaboration with colleagues as appropriate, identify sources of funding and contribute to the process of securing external research income appropriate to discipline norms.

- To produce research outputs for publication at acceptable levels of volume and academic excellence and disseminate the result of research and scholarship through appropriate Knowledge Exchange activities (such as at relevant national and international conferences and scholarly publications not intended for the REF).

- To contribute to generating societal impact beyond the academic sphere and to contribute to impact case studies in keeping with REF criteria.

- To supervise and mentor postgraduate research students into relevant communities of research at Essex as appropriate to the departmental context to generate meaningful connections between research and education at Essex.

Leadership and Citizenship

- To undertake leadership of specific areas of organisational activity within the department (e.g. recruitment, admissions, acting as undergraduate or postgraduate director) as may be reasonably required by the HoD.

- To play an active and constructive role in the Department and engage in activities beyond your own research and education duties, (e.g. admissions or undergraduate recruitment, etc.), as may be reasonably required by the HoD.

- To undertake peer mentoring of colleagues on the request of the HoD.

- To participate in, build and develop internal and external networks and establish links with relevant academic and professional bodies, contacts and employers.

- To engage in continuing professional development in relevant subjects/disciplines and their pedagogy, incorporating the outcomes from research, scholarship and the evaluation of professional practice.

- To produce papers, articles, reports or other publications on aspects of professional practice as appropriate to career stage and discipline norms.

- To ensure knowledge and skills relevant to the profession are up-to-date and applied in education, research and leadership/citizenship.

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 ASER Grade 9	POST REF: REQ10413

QUALIFICATIONS / PROFESSIONAL RECOGNITION	Essential	Desirable
■ Relevant doctoral level research degree in Social Work or equivalent professional experience or practice or be close to completion of PhD	X	
■ Fellowship of the Higher Education Academy, or the ability to gain professional recognition at this or a higher level if appropriate.	X	
■ SWE registration or an equivalent EU / International registration.		*X*

EXPERIENCE/KNOWLEDGE	Essential	Desirable
■ Proven experience in teaching at undergraduate and/or postgraduate levels, or demonstrable potential to engage in teaching and learning support in Higher Education in imaginative, engaging and innovative ways.	X	
■ Experience of designing and planning learning activities (modules, programmes of study, etc.), developing effective learning environments (face to face and/or virtual) and approaches to student support and guidance.	X	
■ Evidence of a clear publication plan for submission to future Research Excellence Framework (REF) programmes.	X	
■ Sustained engagement in continuing professional development in relevant subjects/disciplines and their pedagogies, incorporating research, scholarship and the evaluation of professional practices.	X	
■ Evidence of a research agenda, engagement in high-quality research activity and a developing research profile.	X	
■ A track record of publications in internationally recognised, reputable journals (and other media of similar standing) appropriate to career stage and discipline norms.		X
■ Knowledge of quality assurance and quality enhancement for academic and professional practice.		X
■ Experience of generating income to support research and/or knowledge exchange appropriate to career stage and discipline norms.		X

SKILLS/ABILITIES	Essential	Desirable
■ A clear understanding of how students learn both generally and within your subject/disciplinary area(s) and the ability to apply your understanding to your practice.	X	
■ A commitment to the on-going evaluation of your teaching and an ability to do this effectively, with the support of others where appropriate.	X	

■ The ability to conduct and develop independent, high-quality research.	X	
■ The ability and willingness to complement and enhance the department/school's research and education strengths and areas of planned development.	X	
■ The ability and willingness to engage in impact, knowledge exchange and outreach activities.	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
■ Involvement in regional and national networks relevant to Social Work.		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-curricular departmental activities (e.g. recruitment, welcome events, employability events etc.).	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 SWE Professional Standards and to exhibit professional behaviours and attitudes in keeping with the Professional values.	X	
ELIGIBILITY	**Essential**	**Desirable**
■ The ability to meet UK 'right to work' requirements.*	X	
■ The ability to fulfil the requirements of an enhanced DBS check.	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:

School of Health and Social Care | University of Essex

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 <Gert Scheepers, Group Lead (telephone: e-mail: gschee@essex.ac.uk). However, all applications must be made online.

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.

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.

Due to the nature of the work, applicants who are offered employment will be subject to an Enhanced DBS 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.

Any applicants that are offered employment will be subject to completion of enhanced referencing before appointment can be confirmed. To satisfy the enhanced referencing you will need to provide the names of referees who can cover a 3 year employment/ Education history. If you have not been in employment or education for any period over 1 month in the past 3 years please

provide details of a person who is not a member of your immediate family or a close personal friend who will be able to confirm your suitability for the role.

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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