

Hourly Paid Lecturer Role Profile

Purpose of the role

The Hourly Paid Lecturer supports the Department in relation to meeting the responsibilities to the College for the development, delivery and quality of the teaching provision in the Department.

Accountable to

The Hourly Paid Lecturer is line managed by the Head of Department however will be supervised on a local basis by the relevant Module Leader in association with the Programme or Divisional Lead.

Main duties of the role

Within the Department, the Hourly Paid Lecturer will contribute to the Department as follows:

- Support the Programme or Divisional Lead in delivering teaching for a particular module within the Department.
- Work with Colleagues, the Programme or Divisional Lead where appropriate to develop and implement strategies which will deliver a vibrant research culture across the College.
- Ensure that the Student experience is at the heart of teaching delivered through a variety of innovative learning and teaching styles.
- Support the Department in developing a strong and outward-looking subject based culture.
- Adhere and comply to the provisions of the Health and Safety at Work Act and in accordance to the University's policy on health and safety.
- Undertake all duties and responsibilities in compliance with the rules and regulations encompassing equal opportunities and data protection, maintaining confidentiality at all times.
- Adhere, comply and work in accordance with University and Departmental policies, procedures and codes of conduct.
- Actively participate in on-going professional development activities as requested.
- Complete administration activities to support the Department as required.

The Hourly Paid Lecturer shall ensure that all HR, Finance, Freedom of Information, Records Management, Health and Safety and all other policies are adhered to in relation to his or her activities.