**Job Description**

**Position**: Senior Lecturer in Psychology / BABCP-Accredited CBT Therapist

**School**: Psychology

**Reference**: PSY-035/A

**Grade**: Grade 8

**Status**: Permanent, Part-time

**Hours**: 0.5 FTE

**Reporting to**: Head of School of Psychology

**Main Function of the Position:**

To contribute to the teaching of undergraduate and postgraduate programmes of Psychology, and lead modules relating to cognitive-behavioural psychotherapies and mental health.

To contribute and lead, where appropriate, commercial income generation activities, and undertake research and scholarly activity to contribute to the development of new areas in their relevant subject field.

To be responsible forleadership and delivery of teaching, assessment, curriculum development and associated research or scholarly activity and enterprise initiatives.

**Principal Duties and Responsibilities:**

1. Responsibility for the design, delivery and on-going evaluation of relevant modules and programmes, ensuring the School objectives and learning outcomes are relevant, met, and reflect relevant current knowledge and practice.
2. The management and direction of students and learning resources as assigned by the Head of School.
3. The development and monitoring of appropriate assessments, that are innovative and creative and measure student performance and understanding, ensuring that learning outcomes have been met.
4. To provide effective management for academic leadership on psychology programmes and contribute to the process of enrolment, induction, student choice, module scheduling and provision of any relevant student information.
5. Challenge ideas, foster debate and encourage students to develop skills in critical discourse and rational thinking.
6. Use a variety of learning and teaching methods / materials (e.g., web-based and blended learning) to enhance the student experience.
7. Take responsibility for the pastoral care of students.
8. Plan assessment deadlines and specific teaching arrangements to ensure student needs and expectations are met and that time and resources are used effectively.
9. Establish and maintain professional networks which support students work based learning
10. Participate in research and other agreed scholarly activity in order to contribute to the development of School practise.
11. Manage the demands of teaching, administration, research and scholarly activity to ensure competing deadlines are met.
12. Design, review and adapt academic programme content and guidance materials by interpreting student feedback pre-empting needs to enable input to the overall development of the programme and enhance and support student progression and experience.
13. Act as a link tutor, being responsible for the coordination between the School of Psychology and its off-campus partners that offer psychology programmes, monitoring quality, streamlining processes of academic collaboration and sharing good practices.
14. Supervise the work of taught postgraduate and / or research students, as required, to support the development of student research skills.
15. Identify gaps in course content and programme structure and work with colleagues as part of a team to devise creative solutions which meet the requirements of overarching teaching frameworks.
16. Proactively and effectively engage with quality assurance procedures to ensure School/University standards are upheld.
17. Provide support, guidance and training to junior members of staff on the skills, processes, and activities relevant to the School. Provide feedback to colleagues via peer mentoring schemes to support development of self and others and ensure continuous improvement of the School’s performance.
18. Contribute to and assist in appropriate pre-entry, recruitment, selection and admissions activities (including Open Days/Industry and Partner Visits) to promote the School and identify student needs and expectations. Coordinate student events ensuring appropriate use of time and resources.
19. Interact on a professional level with relevant internal and external professional bodies to ensure currency of knowledge, relevancy and accreditations.
20. Ensure a safe working environment and abide by University health and safety policies and practices and to observe the University’s Equal Opportunities policy and Dignity at Work policy at all times.
21. Ensure and maintain integrity and confidentiality of data and associated data protection requirements in line with statutory and corporate requirements
22. Awareness of environmental and sustainability issues and a commitment to the University's associated strategy with respect to the performance / delivery of key responsibilities of the role.

**Note:**

This is a description of the position requirements as it is presently constituted. It is the University’s practice to periodically review job descriptions to ensure that they accurately reflect the role requirements to be performed and if necessary update to incorporate changes were appropriate. The review process will be conducted by the relevant manager in consultation with the position holder.

**Person Specification**

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| **Position:** | Senior Lecturer / BABCP-Accredited CBT therapist | **Reference:** | PSY-035/A | | |
| **School:** | Psychology | Priority | |  | |
| **Criteria** | | **(1/2)** | | **Method of Assessment** | |
| **1 Qualifications** | |  | |  | |
| 1 a) Honours degree in a relevant subject area | | 1 | | Application Form / Documentation | |
| 1 b) A postgraduate Masters qualification in relevant subject area | | 1 | | Application Form / Documentation | |
| 1 c) Active professional registration with the BABCP and accredited CBT therapist *\*see note 3* | | 1 | | Application Form / Documentation | |
| 1 d) A relevant teaching qualification and fellowship status of the Higher Education Academy (HEA), or a willingness to obtain fellowship membership of the HEA within a specified time frame | | 1 | | Application Form / Documentation | |
| 1 e) PhD/Professional Doctorate or equivalent level qualification | | 2 | | Application Form / Documentation | |
| 1 f) CBT supervision qualification | | 2 | | Application Form / Documentation | |
| **2 Skills / Knowledge / Experience** | |  | |  | |
| 2 a) Sufficient breadth and depth of specialist knowledge in the theories and models that underpin cognitive behavioural psychotherapy, and in the practice of CBT with adults, thus enabling the development of contemporary well-informed teaching programmes in line with service provider requirements. | | 1 | | Application Form / Interview | |
| 2 b) Proven teaching experience including the design, delivery and assessment of modules and ability to recognise, apply and evaluate effective learning and teaching methods within the appropriate context. | | 1 | | Application Form / Interview | |
| 2 c) Competence in the application of IT systems and capability of utilising IT with respect to the requirements of the role | | 1 | | Application Form / Interview | |
| 2 d) Ability to successfully and effectively lead and manage academic / research modules, programmes and teams | | 1 | | Application Form / Interview | |
| 2 e) Ability to liaise with colleagues and other stakeholders and to contribute to the development of the programme | | 1 | | Application Form / Interview | |
| 2 f) Awareness of current academic/professional developments in research, teaching and learning excellence | | 1 | | Application Form / Interview | |
| 2 g) Commitment to engage in continuing professional development and advanced scholarly activity in order to develop area of practice through critical engagement with relevant pedagogical theory. | | 1 | | Application Form / Interview | |
| 2 h) Ability to devise creative solutions that impact positively on teaching and learning | | 1 | | Application Form / Interview | |
| 2 i) Excellent written and oral communication skills and the ability to influence and persuade people at all levels and to exchange complex concepts in a manner appropriate to the audience | | 1 | | Application Form / Interview / Assessment | |
| 2 j) Proven ability to conduct high quality research and to disseminate effectively research outputs | | 2 | | Application Form / Interview | |
|  | |  | |  | |
| **3 Personal Qualities** | |  | | |  |
| 3 a) Awareness of the requirements associated with operating within a customer service environment | | 1 | | | Interview |
| 3 b) Ability to work effectively as part of a team or self-directed. | | 1 | | | Interview |
| 3 c) Able to demonstrate sensitivity in dealing with colleagues/partners and stakeholders from different cultural backgrounds | | 1 | | | Interview |
| 3 d) Able to critically reflect on all aspects of own contribution to the role | | 1 | | | Interview |
| 3 e) Able to successfully network with local/national employers and organisations | | 1 | | | Interview |
| **4 Other** | |  | | |  |
| 4 a) Awareness of the principles and requirements of the Data Protection Act/ Freedom of Information Act, the Bribery Act and Health & Safety, Prevent UKVI | | 1 | | | Interview |
| 4 b) Commitment to the University’s policy on equal opportunities and diversity | | 1 | | | Interview |

*Note:*

1. **Priority 1** indicates **essential** criterion – an applicant would be unsuccessful if unable to satisfy all Priority 1 criterion.
2. **Priority 2** indicates **desirable** criterion - applicants failing to satisfy a number of these are unlikely to be successful.
3. It is the responsibility of the employee to ensure any professional accreditation/membership remains current
4. Employees are expected to have access to suitable IT equipment and broadband internet access at home to work remotely if required