It is important to note that this job description is a guide to the work you will initially be required to undertake. It may be changed from time to time to meet changing circumstances. It does not form part of your contract of employment.

Job description for the post of:

**Lecturer/Senior Lecturer in Theology and World Religion**

**EHT1053-817**

**Reporting to:** Head of Secondary and Further Education Department

**Accountable to:** Pro Vice-Chancellor & Dean of Education

The Department of Secondary and Further Education brings together the Faculty's well-established Secondary and Further Education initial teacher training programmes at undergraduate and postgraduate levels, together with a small but developing portfolio of exciting new undergraduate Education programmes.

We are seeking to appoint an outstanding colleague to join the Department and to work closely with our well-established and successful team.

**The Post**

You will have excellent subject knowledge in relation to Theology and World Religion. A proven track record of scholarship, research and innovation is required, with a specialism in Abrahamic or Dharmic religions being desired. Applications will also be welcomed from colleagues with relevant backgrounds in philosophy and social sciences. You will have energy and passion for your subject and its associated philosophy; this will be demonstrated through your research interests, together with your network connections at local, national and international levels. You will contribute actively to the research culture within the department through conference presentation and publication.

Highly effective communication and collaboration skills are essential for this post, coupled with enthusiastic, engaging and research-informed teaching abilities. You will work as part of a team of colleagues to teach Theology and Religion modules across a range of undergraduate and postgraduate programmes.
Grade 8

Duties and responsibilities

The postholder will be expected to carry out the following duties and responsibilities as and when required:

Corporate Responsibilities

The postholder will:

a) Participate in Edge Hill University’s decision-making process

b) Contribute to and serve as appropriate on internal committees, working and advisory groups

c) Contribute to the fulfilment of Edge Hill University’s Mission Statement and Strategic Plan by implementing agreed Edge Hill University policy

d) Encourage and promote the generation of income including the provision of research and consultancy

e) Promote and implement the University’s equal opportunities policies

Specific Duties and Responsibilities

The postholder will be expected to contribute and play a leading role in the delivery of Theology and Religion modules at undergraduate and postgraduate levels, planning, teaching and assessing modules as part of a wider team. The postholder will be committed to ensuring students are personally, academically and professionally successful, to exploring and developing innovative approaches to learning, teaching and assessment in higher education, and to the development of their own personal research profile in the field of Theology and Religion.

As a Lecturer in Theology and World Religion the postholder will be expected, as and when required, to:

a) undertake professional activities as part of the research/scholarly activity aspect of the contract of employment, to ensure that professional knowledge and credibility are maintained and developed;

b) seek to enhance the quality of education that students receive by ensuring that high standards are maintained in their own research-informed teaching through regularly engaging with appropriate professional development activities;

c) plan, prepare for, teach and assess research-informed modules at undergraduate and postgraduate levels as a module tutor in the area of Theology and Religion, and in other appropriate aspects of the Department’s work;
d) use teaching and learning strategies which encourage student involvement and advance their independent thinking;

e) act as a Personal Tutor for a number of students, including providing academic, professional and personal support, supporting individual profiling and development planning, and preparing references, referring students to further support services as required;

f) contribute effectively to the development of collaborative research and impact activities in Religious Education;

g) contribute to Faculty and Departmental programmes and procedures designed to support Newly Qualified Teachers;

h) contribute to marketing, recruitment and admissions activities, including considering applications, conducting interviews, supporting during the clearing period, contributing to open events and supporting other promotional events;

i) work as a part of a team to evaluate and develop established modules and to co-write modules for new programmes within the Department of Secondary and Further Education;

j) fulfil the required quality assurance actions involved in the above duties and in conducting and acting on evaluations with assistance from colleagues when required;

k) take an active part in the Department's Peer Review and Teaching Observation programme;

l) undertake other duties deemed appropriate by the line manager (or representative) and commensurate with the post.

**Grade 9**

**Duties and responsibilities**

The post-holder will be expected to carry out the following as and when required:

**Corporate Responsibilities**

The postholder will:

a) Participate in Edge Hill University’s decision-making process

b) Contribute to and serve as appropriate on internal committees, working and advisory groups

c) Contribute to the fulfilment of Edge Hill University’s Mission Statement and Strategic Plan by implementing agreed Edge Hill University policy
d) Encourage and promote the generation of income including the provision of research and consultancy

e) Promote and implement the University’s equal opportunities policies

**Specific Duties and Responsibilities**

The postholder will be expected to contribute and play a leading role in the delivery of Theology and Religion modules at undergraduate and postgraduate levels, contributing to the leadership, planning, teaching and assessment of modules. The postholder will be committed to ensuring students are personally, academically and professionally successful, to exploring and developing innovative approaches to learning, teaching and assessment in higher education, and to the enhancement of their growing personal research profile in the field of Theology and Religion.

As a Senior Lecturer in Theology and World Religion the postholder will be expected, as and when required, to:

a) undertake professional activities as part of the research/scholarly activity aspect of the contract of employment, to ensure that professional knowledge and credibility are maintained and developed;

b) seek to enhance the quality of education that students receive by ensuring that high standards are maintained in their own research-informed teaching through regularly engaging with appropriate professional development activities;

c) contribute effectively to the design and planning of curricula for the Department of Secondary and Further Education, taking lead responsibility for nominated projects;

d) plan, prepare for, teach and assess research-informed modules at undergraduate and postgraduate levels as a module leader in the area of Theology and Religion, and in other appropriate aspects of the Department’s work;

e) provide appropriate levels of student support as a module tutor, ensuring that in university-based sessions individual learning needs are met and that students receive immediate feedback in sessions to address their errors and misconceptions;

f) as a module tutor, use teaching and learning strategies that encourage student engagement, advance their independence as learners; develop their resilience and ensure their understanding of professionalism;

g) use teaching and learning strategies which encourage students’ involvement and advance their independent thinking;
h) act as a Personal Tutor for a number of students, including providing academic, professional and personal support, supporting individual profiling and development planning, and preparing references, referring students to further support services as required;

i) play a significant role in expanding existing partnership work in Theology and Religion through engagement with places of worship, schools, education providers and other organisations;

j) positively contribute to Faculty and Departmental programmes and procedures designed to support our alumni;

k) contribute to marketing, recruitment and admissions activities, including considering applications, conducting interviews, supporting during the clearing period, contributing to open events and supporting other promotional events;

l) contribute effectively to the development of collaborative research and impact activities in the area of Theology and Religion;

m) work as a part of a team to evaluate and develop established modules and to co-write modules for new programmes within the Department of Secondary and Further Education, taking the role of module leader as appropriate;

n) fulfil the required quality assurance actions involved in the above duties and in conducting and acting on evaluations;

o) contribute effectively to the Department of Secondary and Further Education in research, including publication;

p) take an active part in the Department’s Peer Review and Teaching Observation programme;

q) undertake other duties deemed appropriate by the line manager (or representative) and commensurate with the post.

In addition to the above all Edge Hill University staff are required to:

a) Adhere to all Edge Hill’s policies and procedures, including Equality and Diversity and Health and Safety.

b) Respect confidentiality: all confidential information should be kept in confidence and not released to unauthorised persons.

c) Undertake appropriate training and development as required.

d) Participate in Edge Hill’s Performance Review and Development Scheme.

e) Adhere to Edge Hill University’s environmental policy and guidelines and undertake tasks in a sustainable manner.
f) Demonstrate excellent Customer Care in dealing with all customers.

**Salary:**

- Grade 8, Points 31-35
  - £32,958 - £37,075 per annum

- Grade 9, Points 36-40
  - £38,183 - £42,955 per annum

**Hours:** Full Time

Candidates should note that they will be shortlisted based on information provided on the application form with regard to the applicant’s ability to meet the criteria outlined in the Person Specification form attached.
Lecturer/Senior Lecturer in Theology and World Religion
EHT1053-817

CRITERIA
Applicants should be able to provide evidence of their ability to meet the following criteria.

<table>
<thead>
<tr>
<th>Qualifications</th>
<th>Essential (E) / Desirable (D)</th>
<th>Grade 8</th>
<th>Grade 9</th>
<th>Method of assessment</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 A good relevant honours degree</td>
<td></td>
<td>E</td>
<td>E</td>
<td>Application form</td>
</tr>
<tr>
<td>2 Postgraduate degree in Theology, Religion, Education or Social Sciences (e.g. MA, MSc, MRes)</td>
<td></td>
<td>E</td>
<td>E</td>
<td>Application form</td>
</tr>
<tr>
<td>3 PhD or close to completion of a PhD</td>
<td></td>
<td>D</td>
<td>D</td>
<td>Application</td>
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<td>4 Qualified Teacher Status (including Secondary teaching experience)</td>
<td></td>
<td>D</td>
<td>D</td>
<td>Application</td>
</tr>
</tbody>
</table>

Experience and Knowledge

<p>| 5 Successful teaching experience of working with students in Theology and Religion in higher education | D           | E       | Application /Interview /Presentation |
| 6 Subject knowledge in Theology and Religion as evidenced through qualifications, prior teaching experience or research | E           | E       | Application /Interview             |
| 7 Experience of one or more of research, consultancy, evidence-based practice, publication, and innovation in Theology and Religion | D           | E       | Application /Interview             |</p>
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<tr>
<th>Grade</th>
<th>Grade</th>
<th>Method of assessment</th>
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<tbody>
<tr>
<td>8</td>
<td>An effective communications style and interpersonal skills evidenced through prior successful experience of working with students in higher education and external partners in Religious Education</td>
<td>D</td>
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<tr>
<td>9</td>
<td>Evidence of developing and using effective, flexible and innovative approaches to learning, teaching and assessment in Religious Education</td>
<td>D</td>
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<tr>
<td>10</td>
<td>Evidence of the ability to contribute to the assurance of academic quality and standards</td>
<td>E</td>
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<tr>
<td>11</td>
<td>Evidence of the experience in ensuring an outstanding student experience and the ability to ensure student progress to attaining outstanding outcomes</td>
<td>D</td>
</tr>
<tr>
<td>12</td>
<td>Evidence of the ability to ensure student progress to attaining outstanding outcomes</td>
<td>D</td>
</tr>
<tr>
<td>13</td>
<td>Ability to undertake and manage research activities in Theology and Religion</td>
<td>D</td>
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<tr>
<td>14</td>
<td>Ability to engage in innovation, knowledge construction and knowledge dissemination in Theology and Religion</td>
<td>D</td>
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<tr>
<td>15</td>
<td>Ability to contribute to the development of applications for external income to support research, impact work and other scholarly activity</td>
<td>D</td>
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<tr>
<td>16</td>
<td>Ability to engage in academic and professional networking through active membership of associations, societies and professional bodies</td>
<td>D</td>
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<td>Grade 8</td>
<td>Grade 9</td>
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<tr>
<td>17</td>
<td>Experience of engaging in academic and professional networking through active membership of associations, societies and professional bodies</td>
<td>D</td>
</tr>
<tr>
<td>18</td>
<td>Evidence of engagement in innovation, knowledge construction and knowledge dissemination</td>
<td>D</td>
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**Management and Administration**

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<thead>
<tr>
<th></th>
<th>Grade 8</th>
<th>Grade 9</th>
<th>Method of assessment</th>
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</thead>
<tbody>
<tr>
<td>19</td>
<td>Evidence of effectively working as a team member</td>
<td>E</td>
<td>E</td>
</tr>
<tr>
<td>20</td>
<td>Evidence of the ability to support the general development of the department, the faculty and the university</td>
<td>D</td>
<td>E</td>
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**Personal and Professional Development**

<table>
<thead>
<tr>
<th></th>
<th>Grade 8</th>
<th>Grade 9</th>
<th>Method of assessment</th>
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<tbody>
<tr>
<td>21</td>
<td>Evidence of the ability to reflect on own skills and knowledge, and to seek opportunities to develop</td>
<td>E</td>
<td>E</td>
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<tr>
<td>22</td>
<td>Evidence of strong leadership and engaging and motivating colleagues with a positive, creative and enthusiastic work attitude</td>
<td>D</td>
<td>E</td>
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<tr>
<td>23</td>
<td>Demonstrate ability to manage change and the consequences of change in an uncertain environment</td>
<td>D</td>
<td>E</td>
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