



Job Description and Person Specification

Summary

Job title:	Associate Tutor in Education Mental Health Practitioner Programmes
Faculty:	Faculty of Health Social Care and Medicine
Reference:	EHAT4394-26
Grade and Salary:	AT rate equivalent to Grade 8, Points: 31-35. Full rate unit inclusive of amount for holiday pay: £51.85 – £58.14 per hour; Half rate unit inclusive of amount for holiday pay: £25.56 - £28.66 per hour. Half rate or grade 7 rate may be offered when undertaking non-teaching/ other activity such as meetings or attending training. The applicable rate is confirmed by the faculty when a contract of hours is offered.
Contract Type:	Associate tutor bank. Part Time, Flexible hours
Location:	Ormskirk Campus, L39 4QP

About the Faculty

The Faculty of Health, Social Care and Medicine is one of the leading providers of education to the health and social care workforce in the region. It has a growing national and international research profile. It has excellent relationships with external health and social care providers that ensures that its work is of direct relevance to, and impacts positively on, the rapidly changing health and social care environment.

About the Department

The department of Social Work and Wellbeing, situated in the School of Allied Health, Social Work and Wellbeing, offers a range of exciting and highly successful programmes within its portfolio, which aim to prepare students for working in diverse services across the health and social care sectors. This is a rich vibrant student community with student support key to our success.

The BSc (Hons) Child and Adolescent Mental Health and Wellbeing and MSc Child and Adolescent Mental Health and Wellbeing programmes commenced delivery, with a healthy number of students, in September 2018. The highly successful Education Mental Health Practitioner training and supervisor programme; a contract with Health Education England, commenced in January 2020. The increase in student numbers requires us to recruit a dynamic individual who wishes to facilitate the learning of students in this field of study.

About the Role

The post arises from AHSC programmes' success in recruiting high student numbers, particularly so in these NHS-E funded programme and other mental health focused undergraduate programmes within the Department. The successful candidate post will undertake an important role within the team and teach, assess, and supervise students across all levels within the department of Social Work and Wellbeing.

The post will appeal to existing Mental Health Support Team (MHST) staff, Educational Mental Health Practitioners (EMHP), Children & Young People's Wellbeing Practitioners (CYWP), Clinical Psychologists, Psychological Wellbeing Practitioners, Occupational Therapists and Social Workers or others with a child and young person's background. Qualifications in therapeutic interventions such as CBT/IAPT/PWP (psychological therapies) and preferably, a Supervision qualification would be essential.

About You

You will have contemporary interdisciplinary experience and knowledge / practice in child and adolescent mental health, health, social care, youth work, child psychology or education, with therapeutic knowledge/experience being of particular interest. You should be able to effectively apply learning to real life situations, in delivering research informed teaching and practical experience across the departmental portfolio.

You will seek out and support new opportunities for curriculum development and contribute to the Department's research reputation and to the development of relevant knowledge transfer activities.

The department has established and is increasing links and collaborative activity with a variety of internal and external settings and employers. You will be part of a diverse and multi-disciplinary team, with experience of using enhanced teaching and learning strategies in the academic and/or health and social care sectors.

Reward & Benefits

We want you to feel happy when you come to work and proud when you go home. From the moment you join us you have the opportunity to enhance your skills. We offer a range of specialist development sessions and academic development opportunities, along with an award winning and comprehensive staff health & wellbeing programme. This is just a taste of what we are able to offer you at Edge Hill University.

About Us

Founded in 1885 as the first non-denominational teacher training college for women, Edge Hill was born from a belief that education could – and should – change lives. It's a university that has always been shaped by those willing to move forward, even when it meant standing apart. Today, Edge Hill is a pioneering university defined by action, where staff play a vital role in connecting students to real skills, real networks and real futures.

The University's teaching, research and innovation transforms lives, creates opportunity and strengthens society. 62% of the University's research was classed as 'world-leading' or 'internationally excellent' in the 2021 Research Excellence Framework.

It has over 12,000 students studying at both undergraduate and postgraduate level. As a university based in the heart of the North West, it takes a connected

approach in bringing together education, business, public services and communities.

Edge Hill was awarded University of the Year for Student Experience (Daily Mail University Guide 2026) and 5th in the UK Overall (Uni Compare 2026). In 2024, it was the first University to achieve Ofsted Outstanding for all phases of its Initial Teacher Training provision under the new Inspection Framework.

The University aims to create an environment in which colleagues can thrive, adapt and lead in a changing world. With a strong focus on continuous improvement, inclusion and wellbeing, the University places staff, students and communities at the heart of its success. For staff, this means the opportunity to contribute to a values-led institution, work collaboratively across disciplines and services, and build a rewarding career in an ambitious university community.

Continued investment in campus facilities and digital infrastructure supports an ambitious and inclusive working environment. This includes a £17.4m Life Sciences Building, alongside a £35m investment in brand new accommodation and a Students' Union building which opened at the beginning of October 2024. It has also been recognised as one of the UK's best green spaces for 14 successive years (Green Flag Award 2025).

The University is committed to providing staff and students with accessible, high-quality services, underpinned by innovation, collaboration and a culture that values people.

Job Description for Associate Tutor (Grade 8)

Duties and Responsibilities

As Associate Tutor, you will be expected as and when required to:

1. Contribute effectively to the subject area in a chosen area of scholarly development with support and assistance from colleagues as required.
2. Contribute effectively to the design and planning of the curriculum including preparation of own teaching and learning materials and course documentation.
3. Effectively oversee the welfare, progress, examination, and assessment of the students as designated by the Head of Area.
4. Promote the work of the University and participate in the recruitment, selection, and induction of students.
5. Provide support to individual students and groups of students in accordance with Edge Hill procedures, referring students to further support services as appropriate.

6. Contribute to the curriculum development of the area's academic programmes.
7. Seek to enhance the quality of education and provision by ensuring that high standards of teaching and learning are maintained on the relevant courses to which they contribute.
8. Contribute effectively towards the development of the Department of <> within an established programme of study.
9. Organise and administer tasks in an efficient and effective manner.
10. Use teaching and learning strategies, which encourage student involvement and advance their independent learning.
11. Develop and maintain links with cognate disciplines within the Faculty, University, Industry, and the Community.
12. Carry out any other duties associated with the area to be included by Head of Department.

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

1. Adhere to all Edge Hill's policies and procedures
2. Respect confidentiality: all confidential information should be kept in confidence and not released to unauthorised persons
3. Undertake appropriate learning and development activities as required
4. act in a sustainable and environmentally conscious manner
5. Demonstrate excellent Customer Care in dealing with all customers
6. proactively consider accessibility in all aspects of your work
7. contribute to an inclusive environment for everyone

Eligibility

It is important to note that all of our Associate Tutor posts are academic pensionable posts and are eligible for Teachers Pension Scheme membership.

It is important to note that the successful applicant will be required to undertake an enhanced disclosure from the Disclosure and Barring Service and that this will form part of the conditions of offer of employment.

Person Specification for Lecturer (Grade 8)

Please note that applications will be assessed against the Person Specification using the following criteria, therefore, applicants should provide evidence of their ability to meet all criteria. Where a supporting statement is indicated you will be asked to provide a statement of how you meet this criterion within the application form.

Qualifications

Criteria	Essential or Desirable Criteria	Method of Assessment
A good relevant honours degree or equivalent qualification and experience of Higher Education learning.	Essential	Application
Higher qualifications relevant to the post, such as a PhD, a professional qualification, or evidence of satisfactory progress towards such qualifications	Desirable	Application

Experience and Knowledge

Criteria	Essential or Desirable Criteria	Method of Assessment
Successful teaching experience in Higher Education or other evidence of the ability to be an effective teacher at this level	Essential	Supporting Statement and Interview
Relevant subject knowledge as evidenced through qualifications, prior teaching experience or research	Essential	Supporting Statement and Interview

Teaching, Learning and Assessment

Criteria	Essential or Desirable Criteria	Method of Assessment
An effective communications style and interpersonal skills	Essential	Supporting Statement and Interview
Ability to develop and use effective, flexible, and innovative approaches to teaching, learning and assessment	Essential	Supporting Statement and Interview
Ability to use Information and Communication Technology (ICT) to support teaching and learning	Essential	Supporting Statement, and Interview
Ability to contribute to the assurance of academic quality and standards	Essential	Supporting Statement and Interview
Ability to support the diverse academic and personal needs of individual students	Essential	Supporting Statement and Interview

Scholarly Activity and Research

Criteria	Essential or Desirable Criteria	Method of Assessment
Ability to engage in innovation, knowledge construction and knowledge dissemination	Essential	Supporting Statement and Interview

Management and Administration

Criteria	Essential or Desirable Criteria	Method of Assessment
Ability to support the general development of the department, the faculty, and the institution	Essential	Supporting Statement and Interview

Competencies and Personal Attributes

Criteria	Essential or Desirable Criteria	Method of Assessment
Enthusiasm	Essential	Interview
Commitment	Essential	Interview
Team working	Essential	Interview
Good interpersonal skills	Essential	Interview
Flexibility and adaptability	Essential	Interview

Candidate Guidance and How to Apply

At Edge Hill University we value the benefits a rich and diverse workforce brings to our community and therefore welcome applications from all sections of society.

For informal enquiries about this vacancy, you may wish to contact: Lynsey Roocroft, Associate Head Social Work and Wellbeing at roocroft@edgehill.ac.uk.

When you are ready to start the formal application process, please [visit our Current Vacancies website](#), search for the role you wish to apply for, and select the 'Apply Online' button at the bottom of the job advert. The online application form can be completed in stages and can be revisited at any time. The form automatically saves as you enter your information, and you can move backwards and forwards between individual form sections at any time prior to application submission. Help is available at each stage to guide you through the form. Before final submission, you can preview your application and can then choose to refine or submit the form.

As part of your application, you will be asked to provide details of two referees. Please see our application form for guidance on how to nominate your referees.

You are able to upload a CV to the application form to supplement your application and supporting statements.

Please refer to the advert for the closing date for this vacancy, all applications must be submitted by 11:59pm on this date. Please note that you will receive an automated email from our online recruitment portal to confirm receipt of your application. Please check your spam/junk mail if you do not receive this email.

Following the closing date, we will contact you by email to let you know whether or not you have been shortlisted to participate in the next stage of the selection process. We try our best to inform all applicants within two working weeks following the closing date.

If you are offered the post, the offer will be subject to pre-employment clearance. You will be asked to provide: proof of your right-to-work in the UK; proof of your identity and evidence of your qualifications and professional memberships as referenced as essential or desirable in the person specification for this role. You will also be asked to complete onboarding forms including a pre-employment health questionnaire to support the University make appropriate adjustments to support you in the role. The University will also contact the referees you have nominated. Please note that you may be asked for alternative or additional referees as we seek references that cover your previous three years of employment history. Following successful completion of pre-employment clearances (including an Enhanced Disclosure and Barring Service check, as relevant, please see job advert) you will be added to our Associate Tutor bank.