



The Post	
Job Title:	Academic Link Tutor (Lecturer / Senior Lecturer) 0.4fte permanent
Reference:	REQ00145
Location:	Canterbury
Reports to:	Gail Sheppard, Academic Group Lead
Responsible for:	There is no line management responsibility for this post.

About the Faculty/School/Department
For further information about the Faculty and School please use the following links: School of Allied Health Professions http://www.canterbury.ac.uk/health-and-wellbeing/allied-health-professions/allied-health-professions.aspx Faculty of Health and Wellbeing http://www.canterbury.ac.uk/health-and-wellbeing/health-and-wellbeing.aspx

Main Purpose of the Role
<p>As Academic Link Tutor (lecturer/senior lecturer), you will work collaboratively with our partner institution <u>ABDO College</u>, a highly esteemed organisation in the Ophthalmic Dispensing field, to ensure smooth development and delivery of the Canterbury Christ Church University (CCCU) validated programmes. Your professional background will be relevant to teaching Dispensing Optician (DO) students. You will use your high quality practice experience, evidence based knowledge and skills in teaching students mostly on our programmes delivered with ABDO College, teaching at all HE levels in the UK and abroad. You will have a professional-strategic advisory role for the School using your extensive networks and strong current knowledge of this field. This an exciting developmental role that includes liaison with your line manager (Academic Group Lead), the Head of School, ABDOC staff and external stakeholders, and teaching.</p> <p>Depending upon your existing qualifications, you will complete the University's Post Graduate Certificate in Academic Practice. This is a useful addition to your skills for this post, and for the future.</p> <p>You will work towards being, or be research active and contribute to the School's enterprise and innovation (Knowledge Exchange, KE), professional and research profile. The nature of this</p>



contribution will vary according to your experience, and your direction of work will fit with the Faculty and School's strategic plans.

We have an excellent reputation for interprofessional education and in our partnership working with external stakeholders. You will contribute to enhancing the work and the reputation of the School as a whole, collaborating interprofessionally with colleagues in the University, Faculty and externally as appropriate as well as enhancing the paramedic team reputation.

Although based at Canterbury you will work at times across the University campuses, mostly between Medway and Canterbury, and be able to travel to ABDO College (Godmersham, near Ashford).

Main Duties

- | | |
|--|---|
| <ul style="list-style-type: none"> Liaise with ABDOC, internal colleagues and external stakeholders to develop and deliver the CCCU validated programmes, ensure Regulatory and Professional Body requirements are met and delivery runs smoothly. | <ul style="list-style-type: none"> Work with CCCU and ABDO College academic and administrative colleagues, as relevant to ensure high quality practice education/work based education. |
| <ul style="list-style-type: none"> Ensure University Collaboration and Quality Assurance processes and procedures for the ABDOC partnership are met | <ul style="list-style-type: none"> Be involved in the support and pastoral care processes for students on the programme |
| <ul style="list-style-type: none"> Contribute to the range of teaching, learning and assessment activities within the CCCU : ABDOC partnership, and support the wider work of the School including online short courses and materials, study days etc. | <ul style="list-style-type: none"> As a professional and academic advise the Academic Group Lead, Head of School and other colleagues on relevant developments and changes |
| <ul style="list-style-type: none"> Promote vision studies, interprofessional education and working, and enhance professional development through scholarly activity, participation in research and/or practice and publications in collaboration with ABDOC as relevant | <ul style="list-style-type: none"> Such other duties that are allocated by the Head of School or Academic Group Lead in agreement with the post holder |
| <ul style="list-style-type: none"> | |



Key Areas of Work

Communications and Networks

You will work with colleagues within the Faculty of Health and Wellbeing, within the School, and engage with your Academic Group to ensure smooth, high quality delivery of programmes and excellent communication with students. Develop networks first talking with your Academic Group Lead (AGL), for example a Special Interest Group and share external intelligence internally, and promote CCCU externally with aim of enhancing the your profession and the School's reputation. Your interaction with students will include being supportive, encouraging, professional and accurate. You will use different learning, teaching and assessment methods and approaches as relevant to context.

Decision Making and Problem Solving

You will be a flexible, adaptable lecturer/senior lecturer (academic), able to work collaboratively with colleagues in the School and Faculty. You will proactively apply good practices, manage potential challenges and find solutions in liaison with your Academic Group Lead and conferring with your colleagues as necessary. You will develop teaching and learning materials, using your up to date and evidence based professional knowledge to decide what needs to be included, as relevant to the 21st century workforce. You will be, or become within the first few months in post, fully familiar with the PSRB requirements (Professional, Statutory and Regulatory Body), as well as University Regulations and ensure you meet these.

Planning and organising resources

You will autonomously manage your time to ensure you work to the pattern of the academic year and academic processes, commit to your negotiated work plan and ensure research, KE or other projects and other responsibilities are accomplished to a high standard within the required time frame. You will contribute to your Academic Group and School planning and activity including recruitment, Open events. You will attend relevant personal development, events, courses, etc., as agreed with your Academic Group Lead, including achieving a teaching qualification - the PGCert Academic Practice, unless you already hold a suitable equivalent. You will be expected to extend your personal development as an academic in the School.

Analysis and research

With colleagues, identify potential areas for development and enhancement including research, professional and scholarly opportunities, and develop these with the Professional Lead and Academic Group Lead. You will collate and analyse information required for example for effective auditing of programmes, research and KE projects, as advised by your Academic Group Lead, Professional Lead or Head of School. For this you will need to become familiar with the University's data systems.

As appropriate to your role you are encouraged to undertake research and/or KE that fits with the School and Faculty strategic plan and either you will know, or be supported in selecting appropriate approaches. We have a strong reputation for our partnership working, and with support, you will be expected to build your external links with a view to research and knowledge exchange.



Work Environment / Physical Effort

You will be based at Canterbury with other School colleagues though you will be required to contribute to the work of the School as a whole and you will therefore need to travel to other of the University campuses, mostly Canterbury and Medway and to ABDOC College (Godmersham, near Ashford, Kent). You may also need to travel to the various placement education settings. In negotiation with you, you may be asked to travel outside the UK to teach our students.

For academic and H&S reasons you will need to become familiar with technology enhanced learning and teaching environment including instrumentation and equipment in the clinical skills labs, working closely with the technical team.

Team Development / Teaching and Learning Support

You will be expected to take part in personal and staff development, work closely with your Academic Group. With others you will have responsibility to support new colleagues and colleagues who are new into role.

Person Specification			
Qualifications and Training	Essential	Desirable	Method of assessment
Lecturer/Senior Lecturer: Current registration with a UK regulatory (as relevant to your profession), a minimum of a BSc/BA Honours degree in a relevant subject	✓		Application information
Lecturer: Current membership with relevant Professional Body (if relevant to your profession), Senior Lecturer: Membership of a relevant specialist section or be a member of a wider relevant special interest group, well informed about your profession's future directions for change and development	✓		Application information
Lecturer: Be working towards a teaching qualification Senior Lecturer: Hold a Post Graduate Certificate in Learning and Teaching or equivalent qualification		✓	Application information
Experience and Knowledge	Essential	Desirable	
Lecturer: Strong experience as a DO or similar and in applying evidence based practice Senior Lecturer: Evidence of contribution to the (optical/vision) profession's development and knowledge base	✓		Application information, Interview, references
Lecturer: Strong understanding of wider health and social care legislation, policy and agenda in the United Kingdom Senior Lecturer: Application this understanding in own practice, for service users, service providers or students' benefit	✓		Application information
Lecturer: Evidence of continuing professional development Senior Lecturer: Evidence of contribution to the profession's knowledge base, and enhancing your professional profile	✓		Application information, Interview, references
Lecturer/Senior Lecturer: Evidence of effective working in inter-professional teams Experience of working with Higher Education students e.g. in their practice placements	✓		Application information, Interview
Research experience and/or leading projects		✓	Application information,

Skills and Attributes	Essential	Desirable	
Lecturer IT-literate and able to learn to develop e-materials Senior lecturer Evidence of online or e-learning material development	✓		Application information
Lecturer: Commitment to higher education, clear enthusiasm and ability to identify and impart knowledge within an interprofessional environment, to the benefit of the DO students Senior Lecturer: Able to use IT and a range of LT&A approaches in education provision design, delivery and evaluation	✓		Application information Interview
Lecturer: Able to search for and use research and other literature to inform taught content, curriculum development and in creating learning and teaching materials Senior Lecturer: Demonstrable breadth and depth of use of the literature in practice, and apply this analysis and synthesis in teaching and research	✓		Interview
Effective, high quality oral, written communication, organisational and presentation skills	✓		Interview
Facilitative approach to working with students, colleagues and teams	✓		Application information, references
Qualities	Essential	Desirable	
Flexible, adaptable, able to embrace change and work to tight deadlines	✓		Interview, references
Facilitative approach, and effective team member who has a positive view & highly professional approach to work as an academic	✓		Application form, references



Terms of Appointment

Contract type	Permanent
Hours of work	0.4fte
Salary range	<p>The salary will be on the Lecturer/Senior Lecturer scale currently; Lecturer £33,199 - £38,460 per annum Senior Lecturer £39,609 - £48,677 per annum Pro rata if part-time.</p> <p>The point on the scale is dependent upon qualifications and experience, and the successful applicant's current salary is taken into account.</p>
Annual leave	35 days per annum (pro rata if part time)
Pension	<p>All staff employed in an Academic capacity are eligible to join the Teachers' Pension Scheme. This is currently a scheme based on service and salary to which the employee contributes between 7.4% and 11.7% depending on their pensionable pay and the employer 16.48%.</p> <p>Further details on the scheme can be found at www.teacherspensions.co.uk</p> <p>If you have been in the USS scheme prior to joining the University, without more than a month's break you may choose to remain in this Scheme.</p>
Disclosure and Barring Service (optional)	Due to the nature of the duties of this post, a Disclosure & Barring Service check will be made before appointment of the successful candidate is confirmed.
Informal Enquiries to	Gail Sheppard, Academic Group Lead gail.sheppard@canterbury.ac.uk .

Appendix 1 Organisation Chart

Structure – School of Allied Health Professions



