

**PERSON SPECIFICATION: Senior Teaching Associate**

**INFORMATION FOR APPLICANTS:** Below are the skills, knowledge, and competencies we need for this role, categorised as either essential or desirable. The final column shows where the hiring team will look for your examples to demonstrate that you're a suitable fit for this position. Further advice and guidance is available here: <https://www.lancaster.ac.uk/jobs/how-to-apply/>

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| Skills, knowledge, and competencies needed for this role. | Evidence: this explains what information we will be looking for. | Essential or Desirable # | This is where we will look for your examples that help understand if you are right for this role. |
| A PhD or equivalent in Psychology or a cognate discipline. | Provide information about relevant qualifications in the Application form and your CV. | Essential | Application Form and uploaded CV and covering letter; Interview. |
| Expertise, and the ability to support students, ideally in one of the following areas of undergraduate study:   * Cognitive Psychology; * Cognitive Neuroscience; or * Research Methods.   This includes the ability to:   * prepare and deliver informative and engaging lectures, seminars and lab sessions; * develop, mark and moderate module assessments; * guide and encourage students through UG or Masters level dissertation projects. | In the supporting statement, provide information about your experience in this area, from your current or previous roles. Include examples of the skills and approach you have used.  During the interview you will be asked questions to further explore your experience and ability.  As part of the interview you will be asked to make a short presentation, to demonstrate your ability to communicate appropriate information in a clear and engaging way. | Essential | Application Form and uploaded CV and covering letter; Supporting Statement: Interview |
| The ability to effectively motivate and teach students and to perform pastoral functions successfully. | During the interview you will be asked questions to further explore your experience and ability. | Essential | Interview |
| Strong organisational skills, with the ability to lead and support academic administrative duties relevant to the effective running of the teaching modules. | In the supporting statements, provide information about your experience in this area, from your current or previous roles. Include examples of the skills and approach you have used, explaining the situation, task, actions and the results.  During the interview you will be asked questions to further explore your experience and ability. Include examples in your responses. | Essential | Application Form and uploaded CV and covering letter; Supporting Statements; Interview. |

**# Essential** - if you do not effectively demonstrate you have this skill, knowledge, or competency we will not be able to shortlist you. Please give detailed answers to provide us with examples.

1. **Application Form and uploaded CV and covering letter** – assessed against the first page of the Application Form and your uploaded curriculum vitae (CV, resume) and letter of support. Normally this section is used to evaluate factual elements such as an award of a qualification. This element will be scored as part of the shortlisting process.
2. **Supporting Statements** – you will be asked to provide a statement in the online portal to demonstrate how you meet the criteria. Please give detailed answers to show you have the skills, knowledge or competency. The response will be scored as part of the shortlisting process to help us determine which candidates to invite to interview. Examples of how to structure your answer is available: <https://www.lancaster.ac.uk/jobs/how-to-apply/>
3. **Interview** – you will be asked about this topic if you are invited to an interview. We may ask questions using examples from your current work history or ask you to think about how you’d respond to an example work-related situation.
4. **Test -** We might ask you to undertake a skills test, but you will be given some notice if this is the case.