

**JOB DESCRIPTION**

**SENIOR TEACHING ASSOCIATE IN LAW**

**Vacancy Ref:** Click here to enter text.

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| **Job Title:** Senior Teaching Associate in Law | **Present Grade:** 7 |
| **Department/College:** Law |
| **Directly responsible to:** Head of School |
| **Supervisory responsibility for:** N/A |
| **Other contacts**  |
| **Internal:** School and FHASS colleagues and students, together with colleagues in other faculties, providers of student support services, the Library, Information Systems Services and central administration. |
| **External:**  Academic bodies and agencies including professional associations and partner institutions  |
| **Major Duties:*** To contribute to the design and delivery of undergraduate teaching in Law in the School at all levels, through workshops, lectures, seminars and tutorials including the setting and marking of written and oral assessment. If appropriate, contribution to other programmes in the School.
* To convene Law modules at any level (first to final year; beginners, intermediate or advanced).
* To contribute to the revision or development of undergraduate Law programmes in terms of design, content, structure, progression, modes of delivery and methods of evaluation.
* To engage with subject, professional and pedagogic developments to enhance teaching and learning provision
* To take on administrative roles within the Law School as a whole.
* To contribute to the School’s academic care and personal tutoring of its students and to the enhancement of their learning, development and achievement.
* To contribute to the School’s staff development activities.
* To undertake supplementary academic and administrative duties as required by Head of School.
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