

JOB DESCRIPTION
Teaching Associate, Economics
Vacancy Ref: A2720

Job Title:	Teaching Associate, ECONOMICS
Department/College:	Management School
Directly responsible to:	Head of Department
Supervisory responsibility for:	Students, Teaching Assistants for associated modules
Other contacts Internal: Department colleagues, Graduate Management School, and Management School colleagues and students, providers of student support services, the Library, ISS and central administration. External: Academic networks	
<u>Purpose of the job:</u> The post of Teaching Associate is to provide recently completed PhD students or those approaching completion, with an opportunity to gain valuable teaching experience and to polish their research for publication and launch themselves onto the academic job market. To this end the position serves the purpose of career development and we expect their tenure will be for one year. The Teaching Associate will undertake teaching, marking, module direction and academic administrative management activities within the Department - mainly in the provision of Part I and Part II undergraduate tutorial and lab classes. The opportunity to provide lectures may also be available. Teaching activities are likely to be in one or more of the following subject areas: microeconomics, macroeconomics, econometrics but participation in more specialised elective courses will also be possible. <u>Major Duties:</u> Academic <ul style="list-style-type: none"> • To fulfil academic duties such as undergraduate teaching, tutoring and marking, and supervision of assessed work and dissertations in appropriate areas of Economics. • To contribute to the intellectual life of the department through participation in research workshops and seminars. • To develop and disseminate your own research outputs. Management & Quality <ul style="list-style-type: none"> • To take responsibility for modules and academic programmes as directed by the Head of Department • In conjunction with Directors of Study, ensure that modules are up to QAA standards. • Monitor and control the quality of learning on the different modules delivered. • Engage in the evaluation of teaching activities within the Department, with a view to strengthening educational capability in Economics. Other <ul style="list-style-type: none"> • Any other duties as deemed appropriate by the Head of Department 	