

JOB DESCRIPTION
Teaching Associate, Psychology
Vacancy Ref: A3475

Job Title: Teaching Associate in Psychology	Present Grades: 6P
Department/College: Psychology	
Directly responsible to: Senior Teaching Associate, Psychology	
Supervisory responsibility for: N/A	
Other contacts	
<p>Other contacts</p> <p>Internal: Students, Academic, Professional Services & Research staff within the Department of Psychology; Staff across the Faculty of Science and Technology and within the Faculty Office; Academic and Professional Services staff across the University.</p> <p>External: Liaison with colleagues at our International Teaching Partnerships.</p>	
Major Duties:	
Teaching	
<ol style="list-style-type: none"> 1. As part of a teaching team, deliver a range of established lectures, labs and workshops at undergraduate and masters levels. 2. As part of a teaching team, develop own teaching materials, with guidance, ensuring that defined learning objectives are met. 3. Undertake assessment activities and provide appropriate feedback to support student learning. This will be particularly focused across a range of first and second year courses but may also involve higher level undergraduate and masters courses. 4. Support Graduate Teaching Assistants to deliver seminars, workshops, and/or assessment activities. 	
Administration	
<ol style="list-style-type: none"> 5. To contribute actively and enthusiastically to the day-to-day running of the Department. 6. To undertake undergraduate administrative duties, as requested by the Head of Department. 7. To attend Departmental meetings and planning meetings and to contribute to student recruitment activities (e.g., Applicant Visit Days). 	
Research and scholarship	
<ol style="list-style-type: none"> 8. To engage in research and scholarship on teaching and learning. 9. To contribute regularly to Departmental seminars and discussion groups. 	
Other	
<ol style="list-style-type: none"> 10. To undertake other duties appropriate to the grade and position. 	