



# SSEES PGTA Opportunities – 2021-22

UCL School of Slavonic and East European Studies (SSEES) has a number of exciting Postgraduate Teaching Assistant (PGTA) opportunities available, for postgraduate research (PGR) students to teach on our undergraduate modules, starting in September 2021. Modules across all four of SSEES' programme areas (Economics and Business; History; Languages and Culture; and Politics and Sociology) are recruiting.

PGTAs are principally engaged to facilitate and lead undergraduate tutorials, with a typical tutorial group consisting of between 10 and 15 students. PGTAs are also often asked to undertake formative and summative assessment and feedback. Module coordinators provided detailed guidance and support to PGTAs on their modules.

It is anticipated that PGTAs will lead an average of 4 hourly tutorial / seminar groups per week, usually on one specific module, although this will vary by module / subject area according to teaching requirements.

PGTAs are normally employed from the end of September to the end of March (subject to the requirements of the module(s) they are supporting).

## Eligibility and Requirements

To be eligible to be considered for a PGTA position at SSEES you must:

1. Be a registered PGR student at UCL or another university, entering your 2<sup>nd</sup> or later year of study;
2. Have the right to work in the United Kingdom;
3. Have the approval of your principal PhD supervisor.

Prior teaching experience is not required, but helpful. Knowledge and enthusiasm for the subject, together with a commitment to supporting the learning of students, is critical.

For a full description of duties and a person specification, please refer to the attached Job Description and Person Specification.

## Benefits

In addition to remuneration, PGTA tutoring provides an excellent opportunity for PGR students to develop their teaching experience and advance their wider career development. SSEES is committed to support its PGR and Early Career Researcher (ECR) community and aims to give all of its PhD students the opportunity to undertake PGTA tutoring during their studies.

SSEES PGTAs are employed at Grade 6 on the UCL [non-clinical salary scale](#), pro-rata, in line with the UCL [PGTA Code of Practice](#). PGTAs supporting Economics & Business modules receive a market supplement equivalent to a further 50% of salary.

PGTAs are employed on fixed-term contracts of employment, which set a minimum number of hours, with salaries paid on a monthly basis. Some additional duties (e.g. assessment and feedback work on the module(s) you support) may be paid as supplemental 'one-off' payments. PGTAs are also eligible to join the relevant UCL pension scheme.

Returning PGTAs benefit from incremental salary progression based on their prior experience. Additionally, PGTAs accrue holiday entitlement; this is calculated and paid at the end of a PGTA's appointment.

PGTA workloads and contracted hours are calculated according to a defined set of workload tariffs, which provide for contact hours, preparation time, office time with students and lecture attendance, which is required for new PGTAs. The tariff for assessment and feedback work is calculated on a per-script / per-student basis. SSEES seeks to carefully manage PGTA workloads and commitments to ensure teaching duties do not interfere with their doctoral research and training.

All SSEES PGTAs may enrol on UCL's dedicated PGTA training programme, '[Arena One](#)', which is delivered by the [UCL Arena Centre](#). Further in-house induction and informal training is provided by SSEES staff.

## Application Process

To apply for a PGTA role, please complete the attached **application form** and return it, together with an up-to-date **CV**, to [ssees.people@ucl.ac.uk](mailto:ssees.people@ucl.ac.uk). You should indicate in the application form which module(s) you are interested in being considered for (see list below).

**The application deadline has been extended to Monday 30<sup>th</sup> August 2021 at 11.59pm for selected modules (see details below).**

For queries about the application process, please contact Shevanese Anderson on [shevanese.anderson@ucl.ac.uk](mailto:shevanese.anderson@ucl.ac.uk). For queries about the roles please contact the relevant Programme Area Coordinator / Programme Coordinator (see list below).

## Modules Available

The application deadline for PGTAs for the 2021-22 Academic Year has been extended for the following modules:

### Economics & Business programme area

*Programme Area Coordinator: Yuemei Ji ([yuemei.ji@ucl.ac.uk](mailto:yuemei.ji@ucl.ac.uk))*

SESS0007	Introduction to Microeconomics	Term 1
SESS0008	Introduction to Macroeconomics	Term 2
SESS0009	Applied Game Theory for Economics and Business	Term 1
SESS0010	Contemporary Issues of International Business and Strategic Management	Term 2
SESS0020	Topics in Microeconomics	Term 2
SESS0039	Topics in Financial Management I	Term 1

### Languages & Culture programme area

*Programme Area Coordinator: Sarah Young ([s.young@ucl.ac.uk](mailto:s.young@ucl.ac.uk))*

SERS0001	Year 1A Comprehension of Russian (ab initio reading and writing)	Terms 1 & 2
SERS0003/ SERS0059	Year 1 Comprehension of Russian (Russian to English translation - intermediate)	Terms 1 & 2

SERS0020/ SERS0068	Year 2 Comprehension of Russian (Russian to English translation - intermediate plus)	Term 1
SERS0037/ SERS0075	Year 4 Comprehension of Russian (Russian to English translation - advanced)	Term 1 or 2 (tbc)

Politics & Sociology programme area

*Programme Area Coordinator: Allan Sikk ([a.sikk@ucl.ac.uk](mailto:a.sikk@ucl.ac.uk))*

SESS0046	European Security	Terms 1 & 2
SESS0081	International and Regional Politics of Eurasia	Term 1