



## UCL Arena Centre Senior Teaching Fellow

- Job Title:** Senior Teaching Fellow - Secondment
- Location:** 10<sup>th</sup> Floor, 1-19 Torrington Place, London
- Grade:** 8
- Salary:** £42,304 - £49,904 inclusive of London Weighting
- Reports to:** Principal Teaching Fellow of the UCL Arena Centre for Research-based Education
- The Team:** Arena Centre for Research-based Education, in the office of the Vice-Provost (Education & Student Affairs)
- Contract:** 18 months in the first instance: any extension subject to funding.

### 1 Background Information

UCL is one of the world's top universities. Based in the heart of London it is a modern, outward-looking institution. At its establishment in 1826 UCL was radical and responsive to the needs of society, and this ethos – that excellence should go hand-in-hand with enriching society – continues today.

UCL's excellence extends across all academic disciplines; from one of Europe's largest and most productive hubs for biomedical science interacting with several leading London hospitals, to world-renowned centres for architecture (UCL Bartlett) and fine art (UCL Slade School).

A university in its own right while remaining constitutionally a college within the federal University of London, UCL has an annual turnover exceeding £800 million. It is financially and managerially independent of the University of London.



## **The UCL community**

UCL's staff and former students have included 21 Nobel prizewinners. It is a truly international community: more than 40% of our student body – more than 35,000 strong – come from nearly 140 countries and nearly one-third of staff are from outside the UK.

UCL offers postgraduate research opportunities in all of its subjects, providing around 200 undergraduate programmes and more than 400 taught postgraduate programmes. Approximately 60% of the student community is engaged in graduate studies, with more than a third of these graduate students pursuing research degrees.

## **Quality of UCL's teaching and research**

In the Research Excellence Framework 2014 (REF2014), UCL was rated the top university in the UK for 'research power' (the overall quality of its submission multiplied by the number of FTE researchers submitted). It was rated top not only in the overall results, but in each of the assessed components: publications and other research outputs; research environment; and research impact. REF2014 confirmed UCL's multidisciplinary research strength, with many leading performances across subject areas ranging from biomedicine, science and engineering and the built environment, to laws, social sciences, and arts and humanities.

## **Location and working environment**

Based in Bloomsbury, UCL is a welcoming, inclusive university situated at the heart of one of the world's greatest cities. UCL's central campus is spread across approximately 3 square kilometres of central London and is within easy reach of Euston, King's Cross and Marylebone mainline stations, the Eurostar terminal at St Pancras and the following Underground stations – Euston Square, Warren Street, Goudge Street and Russell Square. Road connections to the M1 and M40 motorways give easy access.

Find out more at [www.ucl.ac.uk](http://www.ucl.ac.uk)

## **2 The Arena Centre for Research-based Education**

*'The way knowledge is created and shared is changing. So the way students access that knowledge and the way they make use of it is changing too. Our goal is to make UCL a global leader in the integration of research and education, underpinning an inspirational student experience.'*

*Professor Anthony Smith, Vice-Provost (Education & Student Affairs)*

The Arena Centre, formerly known as the Centre for Advancing Learning and Teaching (CALT), is taking forward UCL's ambitious commitment to integrate research and student education (Education Strategy 2016-2021), within and across its many disciplines.

Reporting directly to the Vice Provost (Education and Student Affairs), the Centre comprises a lively group of staff who are committed to:

- ensuring that UCL offers the best possible quality of education for its students, by forging creative connections between its world-leading research and its teaching and learning at all levels of the curriculum, and by enabling students to learn through participating in research and collaborative enquiry (see UCL's flagship Connected Curriculum initiative);
- providing rich opportunities for all staff who teach, support students' learning and/or are leaders of education to develop their academic, professional and leadership practices, and to gain appropriate qualifications and opportunities in so doing (see UCL Arena);
- working with students as partners and 'agents for change' through the UCL ChangeMakers initiative;
- influencing and contributing to the higher education sector nationally and internationally in relation to the development of research-based higher education, academic practice and academic leadership.

### 3 Main Purpose of Role

The Senior Teaching Fellow post is key to the success of curriculum initiatives aimed at supporting the creation of inclusive research-based curricula at UCL. These initiatives include the [UCL Connected Curriculum](#) and a HEFCE funded project to address the black and minority ethnic attainment gap. The Connected Curriculum for research-based education supports teaching staff to develop inclusive curricula and ensures that our students are well prepared for the challenges of their future lives and careers, regardless of background. The HEFCE funded project, led by Kingston University, complements the Connected Curriculum and aims to investigate the BME attainment gap by analysing [Value Added scores](#) and supporting curriculum change through developmental workshops.

We are seeking a colleague who has knowledge of the research literature on BME attainment and has experience of designing workshops and developing resources to effect curriculum change. In addition to work on curriculum initiatives, you will provide guidance to departments and faculties on a range of educational issues, supported by colleagues in the UCL Arena Centre. You will also contribute to the success of the [UCL Arena fellowship scheme](#), so it is essential that you have a good knowledge of educational practices in higher education. Accredited by the Higher Education Academy, the UCL Arena scheme offers a wide menu of developmental opportunities for UCL staff and the opportunity to obtain fellowship of the HEA.

You will work closely with project management colleagues in the Office of the Vice-Provost (Education & Student Affairs) to ensure that your activities are fully integrated into the planning and evaluation work that supports the UCL Assessment Review (a key objective in our Education Strategy 2016-21), and into the wider HEFCE BME attainment project. You'll be line managed by a senior member of staff within the Arena Centre.

### 4 Key Responsibilities

Design workshops on inclusive curricula using the Connected Curriculum framework, taking account of gender and diverse student groups, including BME students and students with disabilities. These will be targeted at programme leads where data indicates an attainment gap for BME students.

Lead workshops on assessment and feedback and on inclusive curricula for diverse groups of staff from a range of disciplines in a research-intensive higher education environment.

Create resources to support the development of inclusive approaches to teaching and learning with reference to the Connected Curriculum dimensions.

Evaluate the quality and impact of developmental interventions for staff.

Plan sessions and resources to integrate the teaching of inclusive practices in UCL Arena courses for staff; contribute to the teaching of these sessions.

Plan/teach other sessions in the UCL Arena Centre as required.

Contribute to evaluation of Connected Curriculum and UCL Arena activities as required.

Work successfully in teams and with different categories of staff including senior staff, using excellent interpersonal skills.

Work strategically towards institutional goals within the framework of specific projects

Exploit the full potential of e-learning including Moodle to support the development of staff and students.

Work with the project team to ensure that complete records of activities are maintained.

Write reports of activities and participate in meetings and events to promote projects.

## Other duties

This job description reflects the present requirements of the post, and as duties and responsibilities change/develop the job description will be reviewed and be subject to amendment in consultation with the post holder.

The post holder will carry out any other duties as are within the scope, spirit and purpose of the job as requested by the line manager or Head of Department/Division.

The post holder will actively follow UCL policies including Equal Opportunities policies and be expected to give consideration within their role as to how they can actively advance equality of opportunity and good relations between people who share a relevant protected characteristic and people who do not share it. The post holder will maintain an awareness and observation of Fire and Health & Safety Regulations.

## Person specification

### Experience and Knowledge

Essential (E) / desirable (D)	Criterion	Assessed by		
		Application	Task	Interview
E	Educated to Masters level (or equivalent) with a teaching-related qualification (e.g. Postgraduate Certificate in Higher Education) and/or extensive experience of teaching in higher education.	X		
E	Experience of leading and/or teaching on a teaching-related continuing professional development programme in higher education.	X		
E	Successful track record of providing advice and guidance to individuals and departments on pedagogy and teaching, learning and assessment issues, including on curriculum and the wider student experience.	X		X
E	Experience of identifying and responding effectively to developmental needs and of advising senior colleagues on strategic approaches to the development of curriculum, student learning and the wider student experience	X		X
E	Experience of designing, delivering and contributing to networks, developmental sessions and workshops which reflect departmental and institutional needs.	X	X	

E	Experience of applying scholarship to inform advice and guidance provided to colleagues.	X		X
D	A PhD or equivalent (in any subject).	X		
D	Track record of scholarly outputs (e.g. conference papers; journal articles) relating to higher education.	X		
D	Successful track record of line managing others.	X		X
D	Fellowship, Senior Fellowship or Principal Fellowship of the Higher Education Academy.	X		
D	Track record of securing internal and external funding to support teaching and learning projects	X		

### Skills and abilities

Essential (E) / desirable (D)	Criterion	Assessed by		
		Application	Task	Interview
E	Ability to lead and to work collaboratively to develop, manage and commission contributions to a programme of developmental activities for staff and students at UCL. Such activities will need both to respond to discipline requirements and reflect UCL's strategic priorities in relation to enhancing the student experience and student engagement.	X	X	X
E	Ability to build and maintain productive working relationships within the Arena Centre and across UCL, and to contribute to collaborative working and a supportive team environment within the Centre.		X	X
E	Broad understanding of UCL's culture and an ability to tailor advice, guidance and leadership to that culture, in response to departmental and institutional need and strategic objectives.	X	X	X
E	Ability to show strategic vision on issues relating to learning and teaching and to encourage and support others to do the same.	X	X	X
E	Ability to evaluate systematically and use evaluative data to improve practice.	X		X

### Attributes

Essential (E) / desirable (D)	Criterion	Assessed by		
		Application	Task	Interview
E	Excellent interpersonal communication skills.		X	X
E	Excellent organisational skills including time management, meeting deadlines, and prioritising important tasks.	X		X
E	Ability to present clearly to a senior audience, in an engaging manner, and to use technology successfully.		X	
E	An inclusive and flexible approach to the role.	X	X	X

Candidates wishing to apply should send an expression of interest, a covering statement and a brief CV to:

**Amanda Greenslade** - [a.greenslade@ucl.ac.uk](mailto:a.greenslade@ucl.ac.uk)

**Centre Administrator** - UCL Arena Centre for Research-Based Education 10th Floor, 1-19 Torrington Place, London, WC1E 7HB

No later than 5.00pm on Friday 21<sup>st</sup> July 2017.