

## Job Related Information

This document includes information about the role for which you are applying and the information you will need to provide with your application.

### 1. Role Details

Vacancy reference	14523
Job title:	Lecturer in Sport, Exercise & Coaching
Reports to:	Programme Leader, Sport and Fitness, School of Education, Childhood, Youth and Sport
Salary:	£32,548 - £38,833
Terms and conditions:	Academic
Grade	AC2
Duration of post:	Fixed Term Contract for 24 months
Working hours:	Full Time
Disclosure Barring Service:	All applicants who are offered employment will be subject to an Enhanced Disclosure and Barring Service (DBS) check before the appointment is confirmed.
Location:	Walton Hall, Milton Keynes
Closing date:	5.00pm on Thursday 16 April 2018
Type of application form accepted:	Covering Letter, Application Form and CV
Number of referees required:	Three
Unit recruitment contact:	Helen Jackman

## 2. Summary of duties

### Overall job purpose

To contribute:

- to the development and delivery of modules and resources in the programme area of Sport and Fitness.
- to the Faculty's programme of research and scholarship;
- to the academic development and organisation of: the programme, the School of Education, Childhood, Youth and Sport, the Faculty and The Open University.

### Main duties

1. Contribute to the planning and preparation, writing and updating of distance learning modules and resources that may include the use of print, audio, video and information and communications technologies (e.g. synchronous and asynchronous computer-mediated communication).
2. Contribute to decisions about curriculum, teaching and assessment strategies.
3. Brief, liaise with and co-ordinate the work of consultant writers as necessary.
4. Meet the requirement of direct contact with students through a variety of means, for example, moderating forums as appropriate.
5. Contribute to the briefing, debriefing and training of part-time teaching staff (Associate Lecturers).
6. Contribute to the maintenance of relevant modules, including preparing tutor-marked assignments and examination papers, monitoring of assessment, and membership of Examination and Qualification Boards.
7. Demonstrate the potential to contribute to the research/scholarship of the faculty in accordance with strategy priorities including possible submission as an early career researcher in the next Research Excellence Framework (REF).
8. Contribute more broadly to the activities of the programme and school as required.

## 3. Person specification

### Requirements (E = Essential/ D = Desirable)

#### Education, qualifications and training

##### Essential:

1. Higher degree or equivalent professional knowledge in Sport and Exercise or a related field.

##### Desirable:

2. Qualification for teaching in a Higher Education context

### **Knowledge, work and other relevant experience**

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| <b>Essential:</b> | <ul style="list-style-type: none"><li>3. Excellent command of spoken and written English, with the capacity to communicate clearly and influentially with individuals and groups of varying sizes.</li><li>4. Knowledge and experience necessary to contribute to the development and production of modules in Sport and Exercise related curriculum.</li><li>5. Knowledge of the field of Sport and Exercise and understanding of varied approaches to studying the subject area</li><li>6. Higher education (HE) teaching experience including creating and marking assessments.</li><li>7. Proven experience of HE teaching and module design that engages and retains students or the proven potential to effectively contribute to this process.</li><li>8. Ability to work effectively and flexibly both individually and collaboratively in a team with others.</li><li>9. Proven ability to plan and organise work to agreed deadlines, within resource constraints, and sometimes under pressure.</li><li>10. Demonstrable experience of having used information and communications technology for a variety of purposes including learning and teaching, and evidence of understanding of the potential of emerging technologies to enhance learning.</li><li>11. Ability to engage in research and scholarship through activities such as publications and/or widely recognised and disseminated contributions to learning and teaching in Sport and Exercise.</li></ul> |
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| <b>Desirable:</b> | 12. Record of publications in a relevant area. |
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### **Personal abilities and qualities**

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| <b>Essential:</b> | <ul style="list-style-type: none"><li>13. Ability and willingness to travel for work purposes, and to live within reasonable commuting distance of The Open University in Milton Keynes.</li><li>14. Commitment to equal opportunities policies and practices.</li></ul> |
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<b>Desirable:</b>	
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## **3. Role specific requirements e.g. Shift working**

## 5. About the unit/department

### Faculty of Wellbeing, Education and Language Studies

The Faculty of Wellbeing, Education and Language Studies has approximately 1,626 members of staff (including 1,231 Associate Lecturers), based in Milton Keynes and in regional and national offices, who support approximately 35,943 students. The majority of these are in the UK, but the Faculty also has students in the Republic of Ireland, Continental Western Europe and elsewhere in the world.

Organised as three schools, the Faculty works across a range of disciplines including education, childhood and youth, health and social care, youth work, social work, languages and applied linguistics, nursing, and sport and fitness. We have an innovative approach to teaching and learning, develop collaborative partnerships with employers and other institutions, and engage in cutting edge, action oriented and internationally recognised research.

The three schools in the Faculty are:

- School of Education, Childhood, Youth and Sport;
- School of Health, Wellbeing and Social Care
- Department of Languages and Applied Linguistics.

Further information about the Faculty can be found at <http://wels.open.ac.uk/>

The Faculty research activities are directed from the Centre for Research in Education and Educational Technology (CREET).

### The School of Education, Childhood, Youth and Sport

The school currently has 7 qualification areas covering childhood and youth, youth work, sport and fitness, primary and early years – offered in the UK and beyond. Programmes range from Access modules (pre undergraduate Level 1) to Postgraduate Research. The school is composed of just over 500 Associate lecturers, nearly 14,000 students and 118 members of staff. In addition we have a long history of running international projects in, for example, Africa, India, Bangladesh and Indonesia.

Our undergraduate degrees are currently:

- BA (Hons) *Childhood and Youth Studies*;
- BA (Hons) *Early Childhood*;
- BA (Hons) *Education Studies (Primary)*;
- BSc (Hons) *Sport, Fitness and Coaching and*
- BA (Hons) *Youth Work*.

Our postgraduate degrees are currently:

- Masters degree in *Education*
- MA in *Childhood and Youth*

Members of the School are part of Education Futures Research Cluster which has a strong record in research income generation.

Members of the School are academic advisors on a number of Television and Radio productions including the BBC programmes *Child of Our Time* and *Bringing up Britain* and Channel 4's [Chasing Perfection](#) and have been responsible for the related information available on Open Learn [www.open.edu/openlearn](http://www.open.edu/openlearn).

### The Sport, Fitness and Coaching Programme

Two members of staff joined the University in 2006 to establish this new subject area from scratch. Now, it is anticipated that in 2018 some 2700 students will be studying across seven modules in the degree programme supported by 9 academic staff and around 100 part-time Associate Lecturers across the UK. This vibrant and growing programme has now firmly established itself and there are links with the OU Business School. This latter partnership has led to a degree *BA Business Management (Sport and Football)* working in close collaboration with the Football League Trust.

The post holder should be active in sport and fitness working practices and be good in the written word. This will be an exciting opportunity for the post holder to develop their experience in Higher Education and skills in distance learning. The post involves close team working with colleagues in developing compelling material for modules and for wider public engagement online (e.g. The Conversation, online interactive apps).

Future plans will involve investigating the viability of a coaching-related Masters programme and new opportunities in higher/degree Apprenticeships. We are also developing more interactive (e.g., wearable technology) resources and augmented reality for students to engage in the learning process.

## 6. How to obtain more information about the role or application process

If you would like to discuss the particulars of this role before making an application please contact Caroline Heaney on 01908 653703 or email: [caroline.heaney@open.ac.uk](mailto:caroline.heaney@open.ac.uk).

If you have any questions regarding the application process please contact Helen Jackman on 01908 332247 or email: [wels-recruitment@open.ac.uk](mailto:wels-recruitment@open.ac.uk). For details regarding how to apply please see: <http://www.open.ac.uk/about/employment/how-apply-general-vacancies>

## 7. The application process and where to send completed applications

Please ensure that your application reaches the University by:	5.00pm on Thursday 16 April 2018.
Post it to:	
Name/Job title:	Helen Jackman, WELS Staffing Assistant
Department/Unit:	WELS Staffing Team
Address:	The Open University Room 116 – 118 Horlock Building Walton Hall Milton Keynes
Post Code:	MK7 6AA
Or e-mail your application to:	<a href="mailto:Wels-recruitment@open.ac.uk">Wels-recruitment@open.ac.uk</a>

## 8. Selection process and date of interview

The interview panel will be chaired by:	Dr Steven Hutchinson, Head of School for Education, Childhood, Youth and Sport
The other members of the interview panel will be:	To be advised
The interviews will take place on:	To be advised
The selection process for this post will include	To be advised

	<p>We will let you know as soon as possible after the closing date whether you have been shortlisted for interview. Further details on the selection process will also be sent to shortlisted candidates.</p> <p>Applications received after the closing date will not be accepted.</p>
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