HERA Benchmark OU80 Lecturer A: Teaching and Research Grade AC2

Teaching and Learning Support

- As a member of one or more course teams or equivalent, with guidance: write course units, comment on units produced by others, prepare television/video and radio programmes/sound recordings, prepare computer-based material (e.g. CDRoms), develop residential schools, develop computer-based teaching systems.
- As a member of a Programme Board, help to determine the content of the programme and the courses required to meet the programme objectives.
- Identify learning needs of students and define appropriate learning objectives.
- Set assignments and prepare marking guidance for associate lecturers.
- Set examination questions and prepare marking guidance for scriptmarkers.
- Monitor the standards of associate lecturers in marking assignments.
- Have direct contact with students through residential schools and/or other means.
- Ensure, as part of a course team or equivalent, that content, methods of delivery and learning materials will meet the defined learning objectives.
- Develop the skills of applying appropriate approaches to teaching and learning, in the OU context.
- Through a variety of media, challenge thinking, foster debate and develop the ability of students to engage in critical discourse and/or rational thinking.
- Seek ways of improving performance by reflecting on contribution to course design and delivery and obtaining and analysing feedback.

Research and Scholarship

- Develop research objectives and proposals for own or joint research.
- Conduct individual and collaborative research projects.
- Write up research work for publication.
- Continually update knowledge and understanding in field or specialism.
- Translate knowledge of advances in the subject area into the course of study and/or into contributions to development of the teaching of the subject.

Communication

- Deal with routine communication using a range of media.
- Communicate complex information, orally, in writing and electronically.
- Prepare proposals and applications to external bodies, eg for funding and accreditation purposes.
- Communicate material of a specialist or highly technical nature.
Liaison and Networking

- Liaise with immediate colleagues and others in the University concerned with producing and delivering materials and organising student assessment.
- Build internal contacts and participate in internal networks for the exchange of information and to form relationships for future collaboration.
- Join external networks to share information and ideas.

Managing People

- As a member of a course team or equivalent, agree responsibilities.
- Manage own teaching, research and administrative activities, with guidance if required.
- Could be expected to supervise post-graduate students.

Teamwork

- Collaborate with academic colleagues on course development and curriculum changes.
- Attend and contribute to subject group meetings.
- Collaborate with colleagues to identify and respond to students’ needs.

Pastoral Care

No requirement.

Initiative, Problem-Solving and Decision-Making

- Develop initiative, creativity and judgement in devising or applying appropriate approaches to teaching and learning support and to research activities.
- Respond to pedagogical and practical challenges.
- Contribute via membership of one or more course teams or equivalent to collaborative decision making with colleagues on academic content, and on strategies for the assessment of students’ work.

Planning and Managing Resources

- Plan and organise own time, to meet agreed objectives.
- As member of a course team or equivalent, be responsible to the course team chair, where appropriate, in ensuring that others work within the agreed resources, including team members’ time, costs of materials, computing resources, and broadcast/audio visual production costs.
- Manage research resources, including use of laboratories, as appropriate.

Sensory, Physical and Emotional Demands

- Sensory and physical demands will vary from relatively light to a high level depending on the discipline and the type of work and will involve carrying out tasks that require the learning of certain skills.
• Balance with help the competing pressures of teaching, scholarship, research and administrative demands and deadlines.

Work Environment
• Is required to be aware of the risks in the work environment and their potential impact on their own work and that of others.

Expertise
• Possess sufficient breadth or depth of specialist knowledge in the discipline to work within established teaching and research programmes.
• Engage in continuous professional development.
• Able to engage the interest and enthusiasm of students and inspire them to learn, via course design and content.
• Develop familiarity with a variety of strategies to promote and assess learning, using both face-to-face and other means.
• Understand equal opportunity academic content.