

University of Sussex

ROLE PROFILES: TEACHING AND RESEARCH

<u>LEVEL 2</u> Main Responsibilities & Activities	<u>TEACHING AND RESEARCH</u>
1 Teaching and learning support	• Teach as a member of a teaching team in a developing capacity within an established programme of study, with the assistance of a mentor if required. • Teach in a developing capacity in a variety of settings. • Transfer knowledge in the form of practical skills, methods and techniques. • Identify learning needs of students and define appropriate learning objectives. • Ensure that content, methods of delivery and learning materials will meet the defined learning objectives. • Develop own teaching materials, methods and approaches with guidance and share responsibility for quality of programme units. • Develop the skills of applying appropriate approaches to teaching, • Challenge thinking, foster debate and develop the ability of students to engage in critical discourse and rational thinking. • Supervise the work of students, provide advice on study skills and help them with learning problems. • Select appropriate assessment instruments and criteria, assess the work and progress of students by reference to the criteria and provide constructive feedback to students. • Seek ways of improving performance by reflecting on teaching design and delivery and obtaining and analysing feedback. • Set, mark and assess work and examinations and provide feedback to students.
2 Research and scholarship	• Develop research objectives and proposals for own or joint research, with the assistance of a mentor if required. • Conduct research projects individually and/or in collaboration with others. • 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.
3 Communication	• Deal with routine communication using a range of media. • Communicate complex information, orally, in writing and electronically. • Assist with preparing proposals and applications to external bodies, eg for funding and accreditation purposes. • Communicate material of a specialist or highly technical nature.
4 Liaison and netw	

5 Managing people	relevant external networks for the exchange of information and to form relationships for future collaboration. • Agree responsibilities. • Could be expected to oversee postgraduate students. •
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