



Generic Job Description template

Job title	Reader
Department/School	
Job family	Education and Research
Grade	9
Reporting to	Head of Department/Group
Responsible for	Any research staff/students
Location	Claverton Down campus

Background and context

Describe the background and context to the job – see example below.

Delete this guidance & the example below when you have completed the job description

The Department of Social and Policy Sciences is an internationally renowned Department, which was ranked 2nd in the 2008 RAE Unit of Assessment for Social Policy and Social Work. The department also played a key role in the University of Bath being awarded the prestigious Queen's Anniversary Prize for Higher and Further Education.

The Department is committed to supporting excellence in both research and teaching. It offers programmes in sociology, social policy, social work and international development (<http://www.bath.ac.uk/soc-pol/>).

This post is intended to make a significant contribution to research and teaching capacity in Sociology. The postholder will be expected to teach in Sociology at undergraduate and postgraduate level.

Job purpose

To lead research with international impact and profile; contribute to teaching at undergraduate and postgraduate level, and undertake management and leadership duties commensurate with the role.

Main duties and responsibilities

The job duties and responsibilities listed below are intended to describe the general nature of the role. The duties and responsibilities and the balance between the elements in the role may change or vary over time depending on the specific needs at a specific point in time, or due to changing needs in the department/group. Jobholders should note that there may not be an immediate requirement to carry out all the activities listed below.

1	Research & scholarship
a	Lead a research team as appropriate to the discipline, including supervision of research students and staff.
b	Lead collaborative research projects as appropriate to the discipline, normally at an international level, which may include international partners.
c	Attract external funding to support research activity in collaboration with other Universities or organisations as appropriate to the discipline
d	Maintain a regular output of high quality research which is published in leading research journals and national/international conferences or other outputs as appropriate to the discipline.
e	Present research at national and/or international conferences and/ or at other appropriate events.
f	Maximise non-academic impact from public engagement with research undertaken, including knowledge exchange activities as appropriate to the discipline.
g	Contribute to the development of research strategies in the Department/School
2	Teaching
a	Deliver a wide range of effective and inclusive teaching and supporting learning activities
b	Assess the work and progress of students and provide them with constructive feedback.
c	Seek ways of improving performance by reflecting on teaching design and delivery and obtaining and analysing feedback.
d	Engage in professional development in relation to teaching, learning and assessment, including the use of an evidence-informed approach, which utilises the outcomes of research and scholarship, to enhance practice.
e	Contribute to outreach and/or Widening Participation public engagement activity within the Department, Faculty/School or University.

3	Management and leadership
a	Undertake specific leadership roles in the Department /Faculty e.g. Director of Studies, and contribute to institutional committees and working parties.
b	Manage and support colleagues with less experience and facilitate their academic and personal development.
c	Represent the Department in external relations as required.
d	Foster and develop internal or external networks of benefit to the Department / School /University

Generic Person Specification template

Criteria	Essential	Desirable	Examples measured by
Qualifications			
PhD or equivalent in relevant discipline	√		
UG degree in relevant discipline or equivalent qualification/experience	√	√	
Membership of professional body (e.g. xx)			
Experience/Knowledge			
Experience in providing research leadership	√		
Excellent record of publications in leading peer-reviewed journals at a national and normally international level	√		
Strong record of research funding as appropriate to the discipline	√		
Demonstrates depth and breadth of understanding of subject matter at a complex conceptual level	√		
Up to date knowledge of content and methods of teaching and /or supporting learning including the value and use of learning technologies	√		
Skills			
Academic leadership	√		
Ability to articulate a research vision and strategy for development, implementation and delivery of successful research projects	√		
Excellent written and verbal communication skills including presentation skills	√		
Excellent interpersonal skills, communication style and team working	√		
Evidence of positive working relationships within the University, community, business and other partners	√		
Attributes			
Commitment to excellence in research and teaching and to providing the highest quality experience for students	√		
Commitment to working within professional and ethical codes of conduct	√		