Job Title: Graduate Teaching Assistant (0.187 FTE)
Grade: 6, SP 24
Salary: £26,829 per annum, pro-rata for part time working
Department: Criminology
Contract: Four Year - fixed term contract

The successful applicant will receive a full UK/EU tuition fee waiver alongside an annual stipend and salary package (indicative figure for 2018/19: £14,777)

Role Purpose:

The department is seeking to recruit a Graduate Teaching Assistant for a PhD in criminology. All areas of criminology will be considered but preference will be given to those that align with staff expertise and areas of research interest.

About Graduate Teaching Assistants

Graduate Teaching Assistantships allow you to fund your PhD study through part-time teaching work with the University. The Graduate Teaching Assistant is responsible to the Head of Department and is expected to undertake teaching related duties as required within the Department, not normally exceeding the equivalent of seven contact hours per week during term time. You will be undertaking teaching on our undergraduate Criminology degrees and this will include seminars, marking and related administration and teaching-focused activities. Your PhD topic will be in an aligned subject represented within the staffing of the Department of Criminology where suitable supervisors can be appointed.

Funding for this post is available for four years. Appointment to the post is subject to formal confirmation that you are registered, and continue to be registered for the duration of your post as a full-time student with the University of Leicester.

Principal Responsibilities

- To undertake teaching (via seminars, tutorials and classes as appropriate), marking and assessment, and other related activities that will support the development of the Department of Criminology’s internal and external reputation
- To be available for consultation with campus based students in person and, where appropriate, by email during appropriately specified office hours
- To ensure that student feedback on teaching is obtained and responded to constructively
job Description

- To undertake academic duties (e.g. providing feedback to undergraduate students on assessed work, to provide pastoral support of students) required to sustain the delivery of high quality teaching
- To maintain broad knowledge of up-to-date teaching and scholarship in relevant fields to ensure that teaching meets the standards expected within a research-led University
- To support students via the Department’s (and College’s) existing teaching and administrative systems.
- To support and comply with the University and Departmental teaching quality assurance standards and procedures, including the provisions of such information as may be required by the Department or University.
- To contribute fully to the teaching culture of the Department (and College) through attendance and participation in staff seminars, internal seminars and workshops, PhD seminars, and other means, as appropriate

Qualifications, Knowledge and Experience

Essential
- Postgraduate degree in Criminology or a related field
- Knowledge of subject to an advanced level
- Outstanding promise of teaching/research achievement
- Teaching/research interests in one or more of the research themes covered by Department staff

Desirable
- Experience of teaching within a University setting
- Experience of conducting research

Skills, Abilities and Competencies

Essential
- Proven competency in Criminology
- High level of proficiency in English, sufficient to undertake teaching and administrative activities utilising English language materials and to communicate effectively with staff and students
Evidence of good, effective oral communication, presentation and training skills.
- Ability to work independently as well as part of a team on teaching related activities.
- A commitment to high quality teaching
- Proven competency in IT and familiarity with a computerised environment

**Working Hours**

You will be contracted to work 364 hours in a 12 month period.

This equates to a nominal **seven hours per week**, which will be scheduled by the department to reflect the operational requirements.

Your total working weekly hours must be within the Senate Regulations. [http://www2.le.ac.uk/offices/sas2/regulations/senate-regulations](http://www2.le.ac.uk/offices/sas2/regulations/senate-regulations)

**Equality and Diversity:**
The University of Leicester is committed to positively advancing equality of opportunity. We participate in a number of equalities initiatives which celebrate good employment practice for the advancement of diversity and equality. These include the Stonewall Workplace Equality Index, the Race Equality Charter and [Athena Swan](https://www.athenswan.ac.uk) (for which we are currently Bronze award holders). We are proud to be selected as one of only ten Universities internationally to be an impact champion for [HeForShe](http://www.un.org/heforshe), a global solidarity movement for gender equality. We also have a number of staff equality fora who champion the advancement of equalities for diverse groups. To find out more please visit the [Equalities](https://www.athenswan.ac.uk) webpage.