

Aston University

Academic Role Profile (V4)

Teaching & Scholarship

Grade 8

(Other Related)

ELEMENT	ROLE PROFILE
1. Communication	<ul style="list-style-type: none"> • Deal with routine communication using a range of standard media • Communicate complex information, orally, in writing and electronically • Prepare proposals and applications to external bodies (with guidance where appropriate) e.g for accreditation purposes • Communicate material of a specialist or highly technical nature
2. Teamwork and Motivation	<ul style="list-style-type: none"> • Agree responsibilities. • Manage own teaching, scholarship and administrative activities, with guidance if required. • Attend and contribute to subject group meetings. • Collaborate with colleagues to identify and respond to students' needs.
3. Liaison and networking	<ul style="list-style-type: none"> • Liaise with colleagues and students • 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
4. Service Delivery	<ul style="list-style-type: none"> • Deal effectively with requests for information, referring them to others if appropriate • Participate in module reviews • Seek ways of improving performance by reflecting on teaching design and delivery and obtaining and analysing feedback
5. Decision Making Processes and Outcomes	<ul style="list-style-type: none"> • Share responsibility in deciding how to deliver modules and assess students • Contribute to collaborative decision making with colleagues on academic content, and on the assessment of students' work • Collaborate with academic colleagues on course development and curriculum changes •
6. Planning and organising resources	<ul style="list-style-type: none"> • Balance (with help where appropriate) the competing pressures of teaching, scholarship and administrative demands and deadlines. • Use teaching and research resources, laboratories and workshops as appropriate. • Plan and manage own teaching and tutorials (as agreed with mentor if appropriate)
7. Initiative and problem-solving	<ul style="list-style-type: none"> • Develop initiative, creativity and judgement in applying appropriate approaches to teaching and learning support and scholarly activities • Deal with problems which may affect the delivery of own teaching objectives
8. Analysis and Research	<ul style="list-style-type: none"> • Respond to pedagogical and practical challenges • Reflect on practice and the development of own teaching and learning skills • Transform and apply knowledge acquired from scholarship to teaching
9. Sensory and physical demands	<ul style="list-style-type: none"> • 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.

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10. Work environment	<ul style="list-style-type: none"> • Is required to be aware of the risks in the work environment and their potential impact on their own work and that of others.
11. Pastoral Care and Welfare	<ul style="list-style-type: none"> • Use listening, interpersonal and pastoral care skills to deal with sensitive issues concerning students and provide support. • Appreciate the needs of individual students and their circumstances. • Act as personal tutor, giving first line support. • Refer students as appropriate to services providing further help.
12. Team Development	<ul style="list-style-type: none"> • Assist (formally or informally) with the induction of new staff, advising on procedures where appropriate. • Give advice, guidance, coaching and feedback to other staff where appropriate
13. Teaching and Learning Support	<ul style="list-style-type: none"> • Teach in a developing capacity within an established programme of study, with the assistance of a mentor if required • Teach in a variety of settings from small group tutorials to large lectures • Transfer knowledge in the form of theories, 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 • 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 • Select appropriate assessment instruments and criteria, assess the work and progress of students by reference to the criteria and provide constructive feedback to students
14. Knowledge and Experience	<ul style="list-style-type: none"> • Possess sufficient breadth or depth of specialist knowledge in the discipline to work within established teaching programmes • Engage in continuous professional development • Be able to engage the interest and enthusiasm of students and inspire them to learn • Develop familiarity with a variety of strategies to promote and assess learning