

Reference: R210121

Salary: £33,797 to £49,553 per annum (Grade 8 - Grade 9)

Contract Type: Continuing

Basis: Full Time or Part Time

Closing Date: 23.59 hours on Sunday 13 June 2021

Teaching Fellow in Business Law including Digital Commerce



Job description

Job Purpose:

To contribute to, develop and enhance the scholarship and teaching activities of the Aston Law School primarily in the area of Digital Commerce and associated areas of law and/or practice either independently or as part of a team. In addition, to develop external links with regional, UK and international bodies such as government agencies, schools, colleges, professional bodies, business and industry as appropriate to the role, the subject discipline, School and/or University strategy.

Approximately half of the Law School academic staff undertake a balance of teaching and learning, and scholarship with the remainder focused on research and teaching and learning activities. We envisage this role focussing on teaching and learning, and associated scholarship. The detail of the balance will be discussed and agreed with the successful candidate and revisited in the PDR process to ensure alignment with operational needs, School and University strategy and with consideration of the individual's career goals and development plans.

Main Duties/Responsibilities:

Teaching and Learning

- ▶ To teach students at different levels including foundation, undergraduate and postgraduate students, and to carry out the associated examining processes.
- ▶ To contribute to/be responsible for the design and content of specific areas of teaching and learning within the School's taught Programmes, with guidance.
- ▶ To provide academic support and advice to undergraduate and postgraduate students.
- ▶ To cooperate with colleagues across disciplines in the continuous review and development of Programmes and the curriculum.
- ▶ To use and promote the use of a range of methods and techniques in teaching, learning and assessment including pursuing digital and modern methods of delivery.
- ▶ To engage in supporting and promoting quality assurance measures within the University e.g. by evaluation and development of modules for which the lecturer has responsibility, in terms of content, delivery and assessment as well as reviewing delivered modules, setting and receiving student feedback questionnaires.

In addition, at grade 9

- ▶ To be responsible for the design and content of specific areas of teaching and learning within the School's teaching Programmes with guidance
- ▶ To innovate in teaching, demonstrate continuous professional development and critical reflective practice, translating knowledge into the course of study.

External Engagement

- ▶ To support student placement schemes with companies and research institutions both in the UK and overseas.
- ▶ To contribute to plans to demonstrate research impact and secure commercialisation, identifying and pursuing opportunities for translational research where appropriate to role and discipline.
- ▶ To enhance the University's reputation with professional/scholarly bodies e.g. by promoting understanding of the subject.

In addition, at grade 9

- ▶ To develop research and development collaborations with industry partners to secure additional direct funding where appropriate to focus and subject discipline

Citizenship

- ▶ To carry out specific School roles and functions as may be reasonably required (e.g. Support students in the Advice Clinic (subject to necessary qualifications) Programme Co-ordinator, Personal Tutor, Admissions Tutor), these being equitably distributed across the academic staff.
- ▶ To provide pastoral care and support to students.
- ▶ To take part in and, if required, manage staff seminars, cross-departmental activities and events e.g. Open Days, Sixth Form Conferences etc.
- ▶ To display and promote Aston values through own actions and behaviour.
- ▶ To undertake such other duties as may be reasonably requested and that are commensurate with the nature and grade of the post.

In addition, at grade 9

- ▶ To take part in and, on occasion, act as Chair of one or more of the School committees, these responsibilities being equitably distributed across the academic staff.

Additional responsibilities

- ▶ Engage in continuous personal and professional development in line with the demands of the role, including undertaking relevant training and development activities to develop themselves and support the development of others.
- ▶ Ensure and promote the personal health, safety and wellbeing of staff and students.
- ▶ Carry out duties in a way which promotes fairness in all matters and which engenders trust.
- ▶ Promote equality of opportunity and support diversity and inclusion as well as working to support the University's environmental sustainability agenda and practices.

Person specification

	Essential	Method of assessment
Education and qualifications	<p>A good first degree.</p> <p>A doctorate or near completion of a doctorate in a relevant academic discipline; alternatively qualification and experience as a legal professional practitioner.</p> <p>In addition, at grade 9</p> <p>A recognised teaching qualification/membership of the Higher Education Authority at Fellow level</p>	Application form
Experience	<p>Experience of teaching and assessing within a degree programme</p> <p>Experience of using VLEs e.g. Blackboard</p>	Application form and interview
Aptitude and skills	<p>Ability to develop own teaching materials and contribute to course and programme development</p> <p>Ability to provide personal tutorial support to undergraduate and postgraduate students</p> <p>Excellent communication skills to build external contacts that will support your role and responsibilities</p> <p>Ability to harness IT as a research and teaching tool</p> <p>A willingness to undertake further training as appropriate and to adopt new procedures as and when required.</p> <p>Commitment to observing the University's Equal Opportunities Policy at all times.</p> <p>Ability to attend the University as and when required for scheduled teaching, relevant meetings and student support.</p> <p>In addition, at grade 9</p> <p>Ability to lead taught modules and programmes for undergraduate and postgraduate students</p> <p>If appropriate, evidence of securing research income and of maintaining an ongoing pipeline.</p>	Application form and interview

	Desirable	Method of assessment
Education and qualifications	Membership of a relevant professional body. A Postgraduate Certificate in Higher Education, or equivalent qualification.	Application form
Experience	Innovation and creativity in your work. Experience of working as part of an effective team.	Application form, interview and presentation
Aptitude and skills	A commitment to continuous improvement of legal education that combines robust academic understanding with practical insight and embedded skills. A willingness to explore new approaches to your work and to collaborate with colleagues in pursuit of a distinctive approach to your work. A student focused approach to teaching and learning.	Interview and presentation

How to apply

You can apply for this role online via our website <https://www2.aston.ac.uk/staff-public/hr/jobs>. Applications should be submitted by 23.59pm on the advertised closing date. All applicants must complete an application form, along with your CV.

Any CV sent direct to the Recruitment Team and Recruiting Manager will not be accepted. If you require a manual application form then please contact the Recruitment Team via jobs@aston.ac.uk.

Contact information

Enquiries about the vacancy:

Name: Jonathan Fortnam
Job Title: Dean of Aston Law School
Email: j.fortnam@aston.ac.uk

Enquiries about the application process, shortlisting or interviews:

Recruitment Team via jobs@aston.ac.uk or 0121 204 4500.

Additional Information

Visit our website <https://www2.aston.ac.uk/staff-public/hr> for full details of our salary scales and benefits
Aston University staff enjoy

Salary scales: <https://www2.aston.ac.uk/staff-public/hr/payroll-and-pensions/salary-scales/index>

Benefits: <https://www2.aston.ac.uk/staff-public/hr/Benefits-and-Rewards/index>

Working in Birmingham: <https://www2.aston.ac.uk/birmingham>

Employment of Ex-Offenders: Under the Rehabilitation of Offenders Act 1974, a person with a criminal record is not required to disclose any spent convictions unless the positions they applying for is listed an exception under the act.

Eligibility to work in the UK:

Post-Brexit transition period / EU Settlement Scheme

The post-Brexit transition period ended on 31 December 2020. If you are an EU/EEA citizen and you were a resident in the UK before 31 December 2020, you and your family members (including non-EU citizens need to apply to the EU Settlement Scheme to continue to live, work and study in the UK beyond 30 June 2021. The deadline for applying to the EU settlement scheme is 30 June 2021. You can apply via the Government webpage <https://www.gov.uk/settled-status-eu-citizens-families>

Irish Nationals do not need to apply for settlement as they retain the right to work in the UK.

New immigration system for EU/EEA and Swiss Nationals who were not resident in the UK before 31 December 2020

A new immigration system has been introduced for people arriving in the UK from EEA countries with effect from 1 January 2021. In addition to those who have always required a visa, EU citizens moving to the UK to work will need to get a visa in advance. You can find more information on the following website. Candidates should check their eligibility to enter or remain in the UK in advance of making any job application via the UKVI website <https://www.gov.uk/browse/visas-immigration/work-visas>. Before applying you should ensure that you meet the requirements. If you do not meet the eligibility criteria, any application for a work visa would be unsuccessful.

If you require a visa to work in the UK the most common types of visa are:

Skilled Worker Visa

<https://www.gov.uk/skilled-worker-visa>

Global Talent Visa

If you are a leader or potential leader in one of the following fields you may be eligible to apply for a Global Talent Visa:

- Academia or Research
- Arts and Culture
- Digital Technology

Please click the following link for further information and to check your eligibility for this visa.

<https://www.gov.uk/global-talent>

Equal Opportunities: Aston University promotes equality and diversity in all aspects of its work. We aim to ensure, through our admissions policies for students, and our staff recruitment and selection processes that we encourage applications from all groups represented in the wider community at a local, national and international level.

The University will endeavour not to discriminate unfairly or illegally, directly or indirectly, against student or potential students, staff or potential staff. This commitment applies to all functions of the University and to any stage of an individual's career.

An Equal Opportunities Monitoring Form is included within the application form. Data you provide on the Equal Opportunities Monitoring Form will be included in a general database, for statistical monitoring purposes, enabling the University to monitor the effectiveness of its Policy, Codes of Practice and Guidelines on Equal Opportunities in Employment. Individuals will not be identified by name.

Data Protection Act 1998: Your personal data will be processed in compliance with the DPA and from 25 May 2018 with the GDPR. The University's Data Protection Policy and Privacy Notices, including the Job Applicant Privacy Notice can be found at <https://www2.aston.ac.uk/data-protection>. Your application will only be used to inform the selection process, unless you are successful, in which case it will form the basis of your personal record with the University which will be stored in manual and/or electronic files. Information in statistical form on present and former employees is given to appropriate outside bodies.

Full details of our terms and conditions of service and associated policies and procedures are available online at <https://www2.aston.ac.uk/staff-public/hr/policies>



