



# OPPORTUNITY

## Teaching Fellow - Contract Law and Commercial Law

**Reference:** 0220-23

**Grade:** 8 or 9

**Salary:** £36,333 to £52,841 per annum, depending on experience

**Contract Type:** Permanent

**Basis:** Full Time

# Job description

## Job Purpose:

This is an exciting opportunity to join the distinctive, friendly and growing Aston Law School. In particular, we are looking for colleagues to contribute to, develop and enhance the teaching activities of the School in the area of **Contract and Commercial law**.

Whilst ability and effectiveness should be demonstrated in all areas, we envisage these roles focussing on teaching and learning, supported by scholarship. The detail of the balance between these areas will be discussed and agreed with the successful candidates and revisited in the performance and development review 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 and responsibilities

### Teaching and Learning

- ▶ To teach and provide academic support and advice to students in a blended environment of online and on campus teaching, at different levels within undergraduate and potentially postgraduate programmes, and to carry out the associated assessment processes.
- ▶ To use a range of methods and techniques in blended teaching, learning and assessment, including digital and other modern methods of delivery.
- ▶ To contribute to the design and content of specific areas of teaching and learning within the School's taught programmes.
- ▶ To feed into the continuous review and development of our law programmes; to engage in supporting and promoting quality assurance measures, eg. 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, promoting and receiving student feedback questionnaires.
- ▶ To support student placement schemes, with companies and research institutions both in the UK and elsewhere.

### In addition, at grade 9

- ▶ To lead/be responsible for the design and content of specific modules of teaching and learning within the School's teaching Programmes.
- ▶ To take a lead in aspects of innovative teaching, demonstrate impact, continuous professional development and critical reflective practice.

## **Scholarship**

- ▶ To develop a personal scholarship programme that supports your teaching in ways that are consistent with the School's priorities.
- ▶ To collaborate in teaching related initiatives with colleagues in and beyond the School, as appropriate (eg. review of reading lists, contribute to book chapters, etc).

## **External Engagement**

- ▶ To build partnership links with external individuals and/or entities to enhance your teaching and Aston's profile.
- ▶ To enhance the University's reputation with professional/scholarly bodies eg. the ALT.

## **Citizenship**

- ▶ To take a fair share of specific School roles and functions as may be reasonably required (eg. Placement Tutor, Personal Tutor, School Competition (mooting, etc) Judge).
- ▶ To provide pastoral care and support to students.
- ▶ To undertake such other duties as may be reasonably requested and that are commensurate with the nature and grade of the post, consistent with your interests and your ongoing development and at all times, to display and promote the Aston values (<https://www.aston.ac.uk/about/our-values> ) through your actions and behaviour.

## **Additional responsibilities**

- ▶ To 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.
- ▶ To promote the personal health, safety and wellbeing of staff and students.
- ▶ To promote equality of opportunity and support diversity and inclusion as well as working to support the University's environmental sustainability agenda and practices.
- ▶ To carry out your duties in a way which promotes fairness in all matters and which engenders trust.

# Person specification

	Essential	Method of assessment
<b>Education and qualifications</b>	<p>You will have:</p> <ul style="list-style-type: none"> <li>• A good first degree</li> <li>• To be a Fellow of the Higher Education Academy (HEA) or working towards Fellowship of the HEA</li> </ul> <p><b>In addition, at grade 9</b></p> <p>You will either have or be willing to work towards Senior Fellowship of the HEA (or an equivalent recognised teaching qualification).</p>	Application form
<b>Experience</b>	<p>You will have experience of:</p> <ul style="list-style-type: none"> <li>• Teaching and assessing within a law degree programme</li> <li>• Using VLEs e.g., Blackboard, Moodle</li> </ul>	Application form and interview
<b>Aptitude and skills</b>	<p>You will be able to:</p> <ul style="list-style-type: none"> <li>• Develop your own teaching materials, harnessing IT as a teaching tool and contribute to course and programme development within a blended teaching environment</li> <li>• Attend the University as and when required for scheduled teaching, relevant School and University meetings and student support</li> <li>• Provide personal tutorial support to undergraduate and postgraduate students</li> </ul> <p>You will also have:</p> <ul style="list-style-type: none"> <li>• A student focused approach to teaching and learning</li> <li>• Excellent communication skills that build external contacts that will support your role and responsibilities</li> </ul>	Application form and interview

	Essential	Method of assessment
	<ul style="list-style-type: none"> <li>• A willingness to undertake further training as appropriate and to adopt new procedures as and when required</li> </ul> <p>You will commit to observing the University's Equal Opportunities Policy at all times.</p> <p><b>In addition, at grade 9</b></p> <p>You will have the ability to lead and lead the development of taught modules and aspects of programmes for undergraduate students.</p>	

	Desirable	Method of assessment
<b>Education and qualifications</b>	You will have or be working towards a recognised teaching qualification/membership of the Higher Education Authority at Associate level.	Application form
<b>Experience</b>	<p>You will have:</p> <ul style="list-style-type: none"> <li>• Experience of working as part of an effective team</li> <li>• Evidence of innovation and creativity in your work</li> <li>• Participated or observed in excellent module leadership.</li> </ul>	Application form, interview and presentation
<b>Aptitude and skills</b>	<p>You will have a 'can do' attitude and be able to:</p> <ul style="list-style-type: none"> <li>• Commit to continuous improvement of legal education that combines robust academic understanding with practical insight and embedded skills</li> <li>• Explore and collaborate in the pursuit of new and distinctive approaches to your work</li> <li>• Commit to improving social mobility</li> </ul>	Interview and presentation

	Desirable	Method of assessment
	<ul style="list-style-type: none"><li>• Be student centered</li><li>• Contribute to citizenship towards creating a positive, effective and collegiate environment for staff and students.</li></ul>	

# How to apply

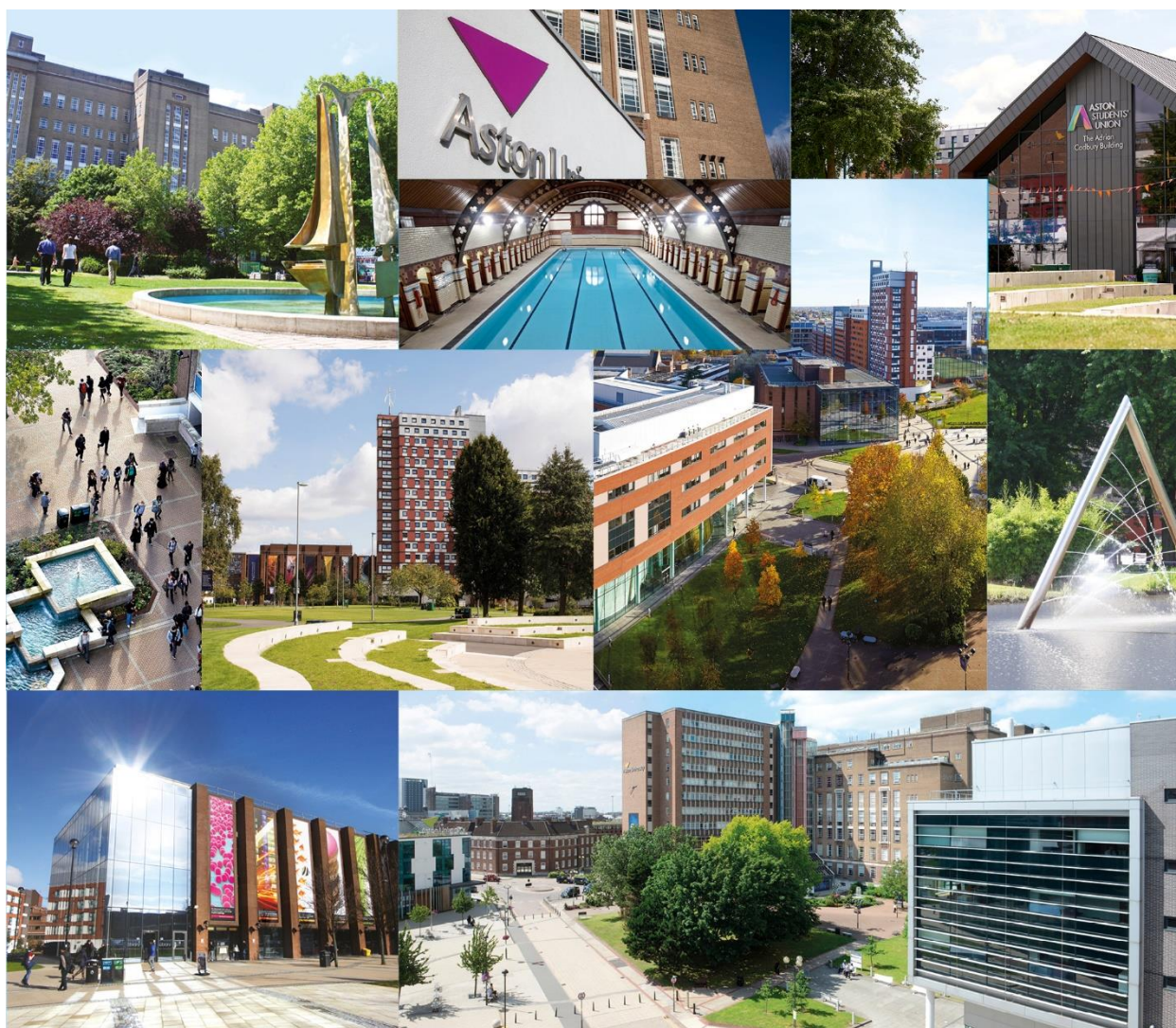
You can apply for this role online via our website <https://www2.aston.ac.uk/staff-public/hr/jobs>.

Applications should be submitted by 23.59 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](mailto:jobs@aston.ac.uk).



# Contact information

## Enquiries about the vacancy:

Name: Jonathan Fortnam

Job Title: Dean of Law

Email: [j.fortnam@aston.ac.uk](mailto:j.fortnam@aston.ac.uk)

## Enquiries about the application process, shortlisting or interviews:

Recruitment Team via [jobs@aston.ac.uk](mailto: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 are applying for is listed as 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, including meeting the English Language 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:** Your personal data will be processed in compliance with the Data Protection Act 2018 and the General Data Protection Regulation ((EU) 2016/679) ("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>

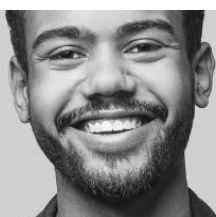
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gets real.**