



Academic

**JOB DESCRIPTION**

**POST:** Lecturer in Sports Law

**LOCATION:** UCFB Wembley, London

**SALARY/GRADE:** £36,000 - £40,000 per annum, depending upon qualifications and experience *(plus a 10% London Weighting allowance if applicable)*

**RESPONSIBLE TO:** Head of Academics (Undergraduate) - Wembley

**POST OBJECTIVES:** To teach on a programme of study and to maintain teaching and learning standards to deliver an excellent student experience

**KEY TASKS**

- To teach on designated modules and programme of study as the Head / Assistant Head of Academic may specify.
- Maintain academic standards and adhere to the programme and module specifications.
- Design and deliver teaching materials at undergraduate and postgraduate levels, including contributing to the curriculum review and enhancement, in a manner that supports and focuses on student learning outcomes:
  - i. Preparation and delivery of modules-lectures and seminar materials at various levels.
  - ii. Challenge thinking and foster debate to develop the ability for students to engage in critical discourse and rational thinking, stimulating excellence.
  - iii. Identify learning needs of students and define appropriate learning objectives.
  - iv. Supervise the work of students including student project, field trips, and where appropriate, placement and provide advice on study skills.
- Undertake student assessments and examination activities including the provision of appropriate feedback to students:
  - i. Marking, assessing and moderation of students' work.
  - ii. Attending assessment boards as necessary
- Engage in continuous professional development:
  - I. Develop familiarity with a variety of strategies to promote and assess learning.
  - II. Have in-depth understanding of own specialism to enable the development of new knowledge and understanding within the field.

- III. Balance the pressures of teaching, personal research and administrative demands and competing deadlines.
- To participate in the department seminars aimed at knowledge sharing and building interdisciplinary collaboration within and outside the department:
    - i. Act as a responsible team member and develop productive working relationships with other members of staff.
    - ii. Participate in and develop external networks that promote UCFB and contribute to and build relationships for future activities.
    - iii. Collaborate with colleagues on the development and implementation of assessment procedures.
  - Be responsible for the pastoral care of students within a specified area:
    - i. Act as personal tutor, providing first line support.
    - ii. Refer students to appropriate services providing further help (student services).
  - Achieve key academic performance indicators, attendance, retention and achievement.
  - Report to the programme leader on programme performance and progress.
  - Maintain high levels of student satisfaction rates.
  - Complete module review and evaluation.
  - To contribute to student recruitment activities as required including open days, etc.
  - To undertake appropriate staff development and professional training in line with the business objectives of UCFB.
  - Participate in research and personal professional development.
  - To work within the policies of Health and Safety and Equal Opportunities.
  - To work flexibly and responsibly and undertake any other duties relevant to the level of the post.

**Person Specification**

<b>HEI:</b> UCFB	<b>Location:</b> UCFB Wembley Campus
<b>Department:</b> Academic – Sports Law	<b>Responsible To:</b> Head of Academics (Undergraduate) Wembley

REQUIREMENTS	ESSENTIAL	DESIRABLE	METHOD OF ASSESSMENT *
<b>1. Qualifications and Training</b>	Undergraduate degree and Masters degree in disciplines relevant to Law	Qualified barrister or solicitor  1+ year Post Qualified Experience (PQE) specialising in sports law  Teaching qualification  HEA Membership  PhD or near completion  Ability to contribute towards UCFB's research profile or external consultancy activities	1
<b>2. Previous Work Experience</b>	Teaching experience in an HEI (preferably focussing on Law); previous experience as at least an hourly paid or as a part time lecturer at an HEI	Module leadership experience  Extensive teaching experience in UK HE  Experience of project supervision for UG and PG programmes	1, 2 & 4
<b>3. Knowledge of core areas</b>	Ability to teach and contribute to 4 or more of the following modules: <ul style="list-style-type: none"> <li>• Legal Systems and Principles</li> <li>• Sports Law: Theory and Practice</li> <li>• Sports, Crime and Deviance</li> <li>• Employment Law and Sport</li> </ul>	Industry relevant experience within one of the core areas detailed.	1, 2 & 4

REQUIREMENTS	ESSENTIAL	DESIRABLE	METHOD OF ASSESSMENT *
	<ul style="list-style-type: none"> <li>• Legal Issues in the Governance of Sport</li> <li>• Commercial Sports Law</li> </ul>		
<b>4. Specialist knowledge areas</b>	Ability to contextualise sports law for business, ethical and related disciplines	Ability to lead modules/ small programmes  Competence in commercial law	1, 2 & 4
<b>5. Student Experience</b>	Ability to provide a high quality student learning experience (e.g. via large group sessions, small group sessions, supervision & pastoral support)	Demonstrate innovation & creativity in developing resources to support student learning utilising a variety of teaching styles and where applicable innovative use of technologies	1, 2, & 4
<b>6. Quality Assurance</b>	Ability to implement quality assurance processes	Ability to complete HE Quality Assurance documents to meet internal and external expectations  Experience as an External Examiner	1, 2, & 4
<b>7. Specific Skills / Abilities required</b>	Ability to work effectively in a fast paced and busy environment to meet set objectives  Excellent communication skills  Excellent IT skills  Excellent time management skills  Ability to work on your own initiative  Effective team working skills  Excellent report writing skills	Ability to provide academic leadership in development of new modules/programmes  Knowledge of the challenges faced by HE providers  Ability to develop original and impactful research/projects within football business	1,2,3 & 4

REQUIREMENTS	ESSENTIAL	DESIRABLE	METHOD OF ASSESSMENT *
<b>8. Motivation / Attitude</b>	Professional approach to work  Reliable  Excellent Organisational Skills  Flexibility  Excellent interpersonal skills  Attention to detail  Commitment to following UCFB's ethos and equal opportunities policies		1, 2 & 4
<b>9. UCFB Values</b>	Always trying to be the best you can  Attention to detail  Equitable  Honesty  Integrity  Loyalty  Respect		1 & 3
<b>*1=Application form; 2=Interview; 3=Test/Presentation; 4=Documentary evidence; 5=Other (Please specify)</b>			

## **Terms and Conditions of Employment relevant to post**

- Job title: Lecturer in Sports Law
- Hours: 8:30am – 5:00pm, Full Time
- Salary: £36,000 - £40,000 per annum, depending upon qualifications and experience (*plus a 10% London Weighting allowance if applicable*)
- Work base: Normally, UCFB Wembley but any of UCFB's premises as may be required
- Holidays: 33 days paid holiday, including the usual public holidays in England & Wales
- Benefits: Christmas/ New Year closure period (10 discretionary days inclusive of bank holidays), cycle to work, Perkbox, birthday day off, annual staff events, pension (statutory auto enrolment scheme), occupational maternity/ paternity pay after qualifying period

### **Subject to:**

*Satisfactory DBS check*

*Satisfactory completion of the Probationary period – 6 months*

*Compliance with Asylum and Immigration Act 1996 and Immigration Asylum and Nationality Act 2006*

*Evidence of stated qualifications relevant to the post*

*Evidence of membership of relevant professional bodies as stipulated by the post*

*Not being subject to a Football Banning Order or any lawful prohibition on entering a football stadium in the UK*