**Academic**

**JOB DESCRIPTION**

**POST: Lecturer in Sports Law**

**LOCATION UCFB Etihad Campus**

**SALARY/GRADE: £30,000 - 36,000 per annum depending on qualifications and experience**

**RESPONSIBLE TO: Programme Leader & Head of Academics**

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

**Suitable applicants may be appointed as a Senior Lecturer**

**KEY TASKS**

**•** To teach on designated modules and programme of study

• 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 internal verification of students work.

• 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 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**

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| **HEI**: UCFB | **Location:** UCFB Etihad Campus |
| **Department:** Academic | **Responsible To:** Head of Academics |

| **Requirements** | **Essential** | **Desirable** | **Method of Assessment \*** |
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| 1. **Qualifications and Training** | Undergraduate and Masters degrees relevant to Sports Law  Teaching qualification/HEA membership in progress  Relevant Professional Qualification | PhD or near completion  Ability to contribute towards UCFB’s research profile or external consultancy activities | 1 |
| 1. **Previous Work Experience** | At least two years’ full time (or four years’ part time) teaching and learning experience in an UK HEI  Experience of delivery modules at Level 6  Academic leadership experience within a UK HEI with Sports Law module(s) | Experience of leading a Sports Law programme in an UK HEI  Two or more years relevant professional experience within sports coaching providing the applicant meets the essential requirement for UK HEI experience | 1, 2 & 4 |
| 1. **Knowledge of core areas** | Ability to teach the following level 4 modules:  • FB461 Introduction to Law  • FB463 Introduction to Sports Law  Ability to supervise undergraduate dissertations in Sports Law related areas | Ability to teach across the UCFB portfolio at UG, PG and professional levels | 1, 2 & 4 |
| 1. **Specialist knowledge areas** | Ability to deliver two of the following areas at Levels 5 and 6:  The Regulation of Safety and Deviance in Sport  Legal Issues in the Governance of Sport  Employment Law and Sport  Regulating the Business of Sport | Ability to teach a range of specialist modules/ topics on the programme  Delivery experience at L7 | 1, 2 & 4 |
| 1. **Student experience** | Ability to provide academic leadership of a high quality student learning experience (e.g. via large group sessions, small group sessions, supervision & pastoral support | Experience of leading a programme that demonstrated a high quality student learning experience | 1,2 & 4 |
| 1. **Quality Assurance** | Ability to provide academic leadership of programme quality assurance processes | Ability to provide academic leadership in enhancing modules/programmes | 1,2 & 4 |
| 1. **Specific Skills / Abilities required** | Ability to work effectively in a fast paced and busy environment to meet set goals  Excellent communication skills  Good report writing skills  Good time-keeping skills  Ability to work on your own initiative  Effective team-working skills  Ability to work alongside peers and professional members of the board | Experience of completing QA documents for internal and external purposes | 1,2,3 & 4 |
| 1. **Motivation / Attitude** | Professional approach to work  Reliable  Organisational Skills  Flexibility  Excellent interpersonal skills  Attention to detail  Commitment to following UCFB’s ethos and equal opportunities policies |  | 1,2 & 4 |

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| **\*1=Application form; 2=Interview; 3=Test/Presentation; 4=Documentary evidence** |

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

Job title: Lecturer in Sports Law

Hours: Full Time 8.30 am – 5 pm

Salary: £30,000 - £36,000 per annum depending on qualifications and

Experience

Work Base: Normally UCFB Etihad Campus, Manchester, 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*

*Right to work in the UK: 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.*

*Approval by our academic partners or relevant professional bodies to teach on any programmes approved or accredited by them*