

**University of
Northampton**

Lecturer/Senior Lecturer in Journalism & Media

Job Description



Lecturer/Senior Lecturer in Journalism & Media

Responsible to: Subject Leader – Journalism, Media and Performance

Accountable to: Dean of Faculty of Arts, Science and Technology

Overall Purpose

To maintain a teaching commitment as required by the Subject Leader and Dean of Faculty, including preparation and delivery of teaching materials as appropriate, preparation and assessment of coursework and preparation and marking of examinations

To participate in and support the development of research, consultancy and professional activity in subject area, in the Faculty and in the University in line with subject area targets.

To participate in, and contribute to the operation and development of the Journalism and Media programmes including module and programme administration and leadership in accordance with the University requirements for course maintenance and quality control.

Key roles will include the planning, delivery, assessment and management of teaching and learning to students on a range of Journalism and Media programmes. In particular, the role holder will be expected to teach broadcast and/or digital journalism theory and practice and show critical engagement and reflection around key areas of the subject.

The ability to offer knowledge and experience in:

- Broadcast and/or digital news reporting or production
- Newsgathering, sourcing and verification
- Writing for audiences and publication
- News production with a high level of contemporary knowledge, engagement and expertise in at least one of the following – digital news, radio, television or print.
- Law and public administration as it affects journalists
- A knowledge and understanding of some of the major areas of debate in the subject area of journalism such as, but not limited to, the impact of the Leveson inquiry, fake news, and the rise of social news and user-generated content

Principal Duties and Responsibilities

(The balance and distribution of activities will vary between post holders and may vary from year to year; and will be allocated within the context of the University of Northampton workload guidance and in association with objectives agreed at PDR)

- **Learning, Teaching and Assessment**

Plan and deliver teaching and learning for students using appropriate media, including the use of IT

Undertake necessary assessment activities

Engage in critical reflection on practice as a basis for improving performance

Contribute to innovation in learning, teaching, assessment and curriculum development with the aim of meeting the needs of learners

Provide support and guidance to students

Translate professional and research experience into the academic context as appropriate

Engage in staff development activities relating to teaching, learning and assessment

- **Research and Scholarly Activity**

Identify and conduct research and scholarly activity which is relevant to the Subject priority areas

Integrate research into teaching and learning

Identify opportunities for income generation and entrepreneurialism through research, consultancy or professional practice activities

- **Team Work and Communication**

Work effectively with colleagues at all levels and contribute to the achievement of team objectives

Develop collaborative relationships across teams and between Faculties

Maintain dialogue with managers in the performance of responsibility

Develop networks of useful contacts both within and outside the University of Northampton

- **Personal Effectiveness**

Seek ways to improve efficiency and quality and motivate and encourage others

Contribute to achievement of organisational goals

- **Business Effectiveness**

Engage in consultancy and income generation and develop an understanding of marketing and business needs

Contribute to business enhancement and maintenance of a customer-focus approach

- **Quality Management and Enhancement**

Contribute to the development and achievement of quality standards and criteria

Take part in initiatives to improve quality of educational provision and access to higher education

- **Organisational Context**

Carry out administrative duties effectively

Work within the University of Northampton policy and procedural framework particularly in respect of legal and ethical requirements paying particular attention to equality, health and safety, and data and records security

Contribute to the teaching, assessment and ongoing development and management of Journalism and Media related programmes at undergraduate or postgraduate level as required.

Responsible for the administration and management of modules

Responsible for the administration and management of programmes in the Undergraduate and Postgraduate Programmes (for appointment at Senior Lecturer level).

Supervise and assess Undergraduate and Postgraduate dissertations/thesis.

Manage the development of new modules within the Journalism and Media subject area and Faculty.

Manage the development of new programmes within the Journalism and Media subject area and Faculty (for appointment at Senior Lecturer level).

Provide tutorial and academic support and guidance to students on programmes within the Journalism and Media subject area.

Provide pastoral support for students via the role of personal academic tutor.

Provide students with appropriate intellectual challenges and professional skills.

Generic Duties and Responsibilities

- Work effectively with colleagues at all levels and contribute to the achievement of team objectives. Develop collaborative relationships across teams and between Faculties. Contribute to the development of the research profile of the Faculty through publications, conference contributions and/or other outcomes appropriate to the discipline area.
- Maintain professional standing and expertise by a process of continuing personal and subject development through participation in the University of Northampton and Faculty staff development and personal self-development activities.
- Assist in general Faculty/University of Northampton marketing and recruitment activities including Open Days and Applicant Visit Days.
- Attend and contribute to meetings of Faculty and University of Northampton committees as required.
- The post holder will be expected to undertake other responsibilities and tasks as reasonably requested by the Subject Leader – Journalism, Media and Performance and/or Dean of Faculty.
- The post holder will be responsible and accountable for ensuring all employment legislative requirements are adhered to including equality and diversity and health and safety issues.
- The job description may be altered at any time in the future in line with the level of the post to meet changing institutional requirements, but only in full consultation with the post holder.

Person Specification

Lecturer/Senior Lecturer in Journalism & Media

Please see Key below

Criteria		Essential / Desirable	Assessment Methods
Qualifications			
1	First degree (an Undergraduate degree in relevant area)	E	A
2	Postgraduate qualification in relevant area	D	A
3	Professional Recognition as HEA Fellow (D2) or teaching qualification recognised by HESA, or willingness to obtain within a reasonable period	E	A
Skills, Knowledge and Experience			
4	Clear knowledge or engagement with current industry practice	E	A/I/P
5	Technical skills and knowledge associated with broadcast media, print or online journalism and its regulation	E	A/I
6	Knowledge of media regulations, law and ethics relating to journalistic practice	E	A/I
7	Evidence of relevant, recent research and scholarly activity <u>Essential for appointment at senior lecturer</u>	D	A/I/P
8	Subject knowledge in the area of Journalism and Media suitable for undergraduate and postgraduate teaching and assessment.	E	I/P
9	Ability to communicate effectively and appropriately for both face-to-face and online delivery	E	P
10	Ability to undertake teaching and assessment effectively	E	I/P
11	Ability to develop and manage innovative curriculum to include teaching and assessment methods	E	A/I
12	Ability to plan and manage own time effectively	E	I
13	Ability to undertake leadership of academic modules and programmes <u>Essential for appointment at Senior Lecturer level</u>	D	A/I
14	Development of collaborative relationships within and across teams	D	A/I
15	Ability to support and guide students	E	I
16	Undertake evaluation of teaching practice, contribute to development and achievement of quality standards and take part in initiatives to improve quality <u>Essential for appointment at Senior Lecturer level</u>	D	A/I
17	Engagement with and leadership of income-generating research and consultancy activities	E	A/I
18	Media Literacy – Critically read and produce academic and professional communications creatively in a range of media	E	A/I

19	Communication and collaboration – Participate in digital networks for learning and research	D	A/I
20	Career and identity management – Manage digital reputation and online identity	E	A/I
21	ICT Literate – Adopt adapt and use digital devices, applications and services	E	A/I
22	Digital scholarship – Participate in emerging academic, professional and research practices that depend on digital systems	E	A/I
23	Experience of using Virtual Learning Environments	D	A/I

Personal Qualities

24	Evidence of good presentation and interpersonal skills	E	P/I
25	Expected to undertake research, knowledge transfer or consultancy in support of the subject area and Faculty	E	I
26	Ability to adapt to organisational change	E	I
27	Ability to adapt to technological advances in teaching	E	I
28	Evidence of a willingness to undertake personal professional development	D	A/I

(E) Essential
(D) Desirable

(A) Application
(I) Interview
(T) Test
(P) Presentation

Terms and Conditions of Employment

Job Title: Lecturer/Senior Lecturer in Journalism and Media

Duration: Substantive

Hours: Full time

Salary: Grade 7: £33,518 - £37,706 per annum
Grade 8: £38,833 - £47,722 per annum

Work Base: Avenue Campus or any of The University of Northampton premises as required

Pension: Eligible to join the Teachers' Pension

Holidays: 35 days per annum plus Bank Holidays and Closed days.

Notice period: 2 months

Probationary period: 12 months

Additional Points to Note

Applicants are required to provide two referees who can give an opinion on academic and/or professional work experience.

Successful applicants are required to provide any stated/required qualifications and evidence of any memberships to professional bodies.

Applicants must provide evidence of their right to work in the UK in accordance with the Asylum and Immigration Act 1996 and Immigration Asylum and Nationality Act 2006.

The starting salary for all new appointments and internal promotions will normally be at the minimum point of the grade

Should you be shortlisted to attend an interview the University will not reimburse you for any expenses incurred.