

## **Job Description**

<b>Role Title:</b>	<b>Teaching and Learning Fellow in Counselling and Psychotherapy</b>
<b>School:</b>	<b>School of Health and Society</b>
<b>Reference:</b>	<b>MPF1699</b>
<b>Grade:</b>	<b>Grade 7</b>
<b>Full or Part time:</b>	<b>Part time</b>
<b>Hours:</b>	<b>0.4 FTE</b>
<b>Reports to:</b>	<b>Head of Subject</b>

## **Overview**

The Directorate of Social Sciences has an enthusiastic and dynamic team of academic staff offering high quality education at both undergraduate and postgraduate levels. The Counselling and Psychotherapy team deliver a range of undergraduate, postgraduate and professional development programmes and currently deliver one of the largest qualifying programmes in the country. The team are committed to ensuring a quality student experience and recent NSS results confirm this.

We are seeking to welcome a dynamic and forward-thinking Teaching & Learning Fellow to join the Counselling and Psychotherapy team. This post is an opportunity for the successful candidate to contribute to a range of vibrant CPD, undergraduate and postgraduate programmes. You will be mentored by senior staff and colleagues to support you in the development of your skills and help you develop in your role.

## **Role Purpose**

To contribute to, develop and engage with a variety of teaching and learning techniques, to be able to develop yourself to teach the next generation of public health practitioners and contribute to the development of the school. To contribute to the planning, design and development of modules and programmes. To engage in scholarly activity and develop your skills in teaching and learning.

## **Principal Duties & Responsibilities**

### **Teaching and Learning**

- Design teaching material and deliver either across a range of modules or within a subject area
- Co-supervise student projects, including, where appropriate PGT
- After a period of development, take on the role of module leadership
- Contribute to the planning, design and development of course and curriculum objectives and material.
- Set, mark and assess work and provide feedback to students as part of modular teams
- Take on the role of co-personal tutor to a number of individual students and to uphold the University's tradition of student-centred, tutor supported learning.

## **Research**

- Develop your own research understanding to allow the continual update of knowledge and understanding in a counselling and psychotherapy
- Extend, transform and apply knowledge acquired from scholarship to learning, research and appropriate external activities
- Write or contribute to publications in peer reviewed academic journals or disseminate research findings using other appropriate media
- With your mentor or team make presentations at conferences or exhibit work in other appropriate events, participating in dissemination and engagement activities to contribute to knowledge base of area of expertise, maximise policy, media industrial or community impact of research.

## **Leadership, Management and Engagement**

- Develop your voice within your field of interest/study
- Contribute to the effectiveness of teams by developing productive working relationships with other team members
- Contribute to the work of other staff to ensure module, programme, enterprise or research projects are delivered to the standards required
- In time, co-ordinate colleagues to ensure student needs and expectations are met; act as leader of module or programme, or of significant sections of a programme
- Engage with and participate in the University's PDR process
- Build internal contacts and seek external contacts to assist in the delivery of teaching activity and growth of engagement activity

## **University of Salford Generic Responsibilities**

- Perform any other duties appropriate to the grade as may be required by the Dean of School/Associate Dean of School or the Director
- Comply with the personal health and safety responsibilities specified in the University Health and Safety policy
- Engage with the University's commitment to put our students first and deliver services which are customer orientated, represent value for money and contribute to the financial and environmental sustainability of the University when undertaking all duties and aspects of the role

- Promote equality and diversity for students and staff and sustain an inclusive and supportive study and work environment in accordance with University policy

This role detail is a guide to the work you will initially be required to undertake. It may be changed from time to time to meet changing circumstances. It does not form part of your Contract of Employment

Person specification follows on next page

## Person Specification

The successful candidate should demonstrate the following, which are 'Essential' (E) or 'Desirable' (D), and will be assessed by Application Form (A), Interview (I), Presentation (P), or Test (T), as indicated.

### Qualifications

1. A first degree in a counselling and/or psychotherapy or related subject. **(E), (A)**
2. Postgraduate study and/or degree in counselling and/or psychotherapy or a closely related subject (e.g. PgCert, PgDip, MSc, MA, MBA). **(D), (A)**
3. Postgraduate Certificate of Academic Practice or equivalent higher education teaching qualification. **(D), (A)**
4. Current registration with the BACP or equivalent body as a qualified counsellor/psychotherapist. **(E), (A)**

### Background and Experience

5. Practitioner experience in a counselling and psychotherapy related role. **(E), (A), (I)**
6. Demonstrable evidence of a commitment to implementing evidence-based practice. **(E), (A), (I)**
7. Experience of teaching in Higher Education. **(D), (A), (I)**
8. Experience of curricula/programme design/development. **(D), (A), (I)**
9. Experience of supervising student projects. **(D), (A), (I)**
10. Undertaken research, enterprise and/or professional activity associated with the enhancement of counselling and psychotherapy practice. **(D), (A), (I)**

### Knowledge

1. Current issues and priorities in counselling and psychotherapy practice. **(E), (A), (I), (P)**
2. Theory, policy, research and practice related to counselling and psychotherapy. **(E), (A), (I)**
3. Knowledge of pedagogical approaches to learning within a higher education institute. **(E), (A), (I)**

### Skills and Competencies

4. Excellent verbal and written communication skills. **(E), (A), (I), (P)**
5. Sound interpersonal skills. **(E), (A), (I)**
6. Effective leadership and team working skills. **(E), (A), (I)**
7. Ability to manage own time within a complex and varied workload. **(E), (A), (I)**
8. Ability to be proactive, self-motivated and take initiative. **(E), (A), (I)**
9. Ability to adopt a flexible approach to role and responsibilities **(E), (A), (I)**