



## OCCASIONAL LECTURER ROLE PROFILE

<i>College   Management Unit:</i>	<i>UCD College</i>
<i>School   Unit:</i>	<i>UCD School</i>
<i>Post Title &amp; Subject Area (if relevant)</i>	<i>Occasional Lecturer</i>
<i>Post Duration:</i>	<i>Academic Term</i>
<i>Line Manager</i>	<i>Head of School or Nominee</i>
<i>Grade:</i>	<i>Occasional Lecturer (€ 99.74p/h, inclusive of 1hr preparation)</i>
<i>Garda Vetting</i>	<i>YES</i>

### **POSITION SUMMARY**

*The appointee will be required to work collaboratively and engage in the design and delivery of innovative teaching and modular/programme administration on the (insert course / module) and other relevant undergraduate/postgraduate programmes within the School of (insert name). The candidate will be expected to have a relevant educational background and suitable experience in the discipline, and to conduct such research as is necessary to undertake the teaching of the Module. They will undertake a role in administration and organisation of the (insert relevant) programmes, under the overall direction of the Module Coordinator.*

*The principal duties and responsibilities attached to this post will be:*

#### **Teaching & Professional**

- *Contribution to the delivery of the School's teaching programme by providing high quality innovative teaching for or within a module within a programme for which a member of academic staff carries overall responsibility, in alignment with the School's curriculum objectives and requirements.*
- *Design and implementation of a range of innovative and inclusive assessment modes and provision of detailed written and oral feedback.*
- *Delivery of individual or small group consultations/tutorials*

#### **Administration**

- *Under the direction of the Module Coordinator, contribute as required to the administration and organisation of the (insert named) programme/other relevant programmes within the School.*
- *Engage in relevant administrative and enhancement activity commensurate with the role*

#### **General**

- *Undertake other such duties as directed by the Head of School or their nominee in line with the requirements of the role*



*UCD is committed to creating an environment where diversity is celebrated, and everyone is afforded equality of opportunity. Learn more about Diversity at*

<https://www.ucd.ie/workatucd/diversity/>

### **Selection Criteria**

*Selection criteria outline the qualifications, skills, knowledge and/or experience that the successful candidate would need to demonstrate for successful discharge of the responsibilities of the post.*

#### **Mandatory**

- *Level 8 & 9 (degree, post-graduate qualification or equivalent) OR Significant subject matter knowledge / experience.*
- *Breadth and depth of knowledge and understanding in the discipline to add value to content, expertise in the part of the curriculum to be taught and the scholarship associated with it.*
- *Excellent interpersonal and communication skills.*
- *Excellent organisational, administrative skills.*
- *Demonstrated ability to positively contribute to fostering a collegial environment and a commitment of equality, diversity and inclusion.*

#### **Desirable:**

- *Previous experience of teaching at undergraduate or post-graduate level.*
- *Experience of lecturing in a cognate area / significant subject matter experience*