



UNIVERSITY OF LEEDS

CANDIDATE BRIEF

Teaching Fellow in Arabic Translation and Linguistics

Faculty of Arts, Humanities and Cultures



Salary: Grade 7 (£33,797 – £40,322 p.a.) pro-rata

Reference: AHCLC1118

Fixed-term from 1 September 2020 to 30 June 2022

Part time - 0.65fte

Teaching Fellow in Arabic Translation and Linguistics School of Languages, Cultures and Societies, Faculty of Arts, Humanities and Cultures

Are you an academic with proven abilities to carry out teaching in Arabic Language and Translation? Are you passionate about delivering an exceptional student experience in a research-intensive Russell Group University?

The School of Languages, Cultures and Societies, University of Leeds, invites applications for a 0.65fte fixed-term post in Arabic Translation and Linguistics starting in September 2020 and ending 30 June 2022. The appointment is based in the Arabic, Islamic and Middle Eastern Studies subject area of the School.

You will have a PhD in a related field, native or near-native ability in Arabic and English and have a track-record of teaching translation at both undergraduate and postgraduate levels. You will possess the requisite breadth and depth of specialist and core knowledge in teaching Arabic translation and Arabic linguistics modules. You will also be able to use a range of delivery techniques to enthuse and engage students.

What does the role entail?

As a Teaching Fellow in Arabic Translation and Linguistics, your main duties will include:

- Undertaking teaching on the BA Arabic Studies and MA Arabic-English Translation programmes, including assessment and examinations and contributing towards module design, review and quality assurance mechanisms;
- Convening and delivering BA Arabic Stylistics and MA Comparative Arabic/English modules, and MA Arabic-English-Arabic Translation modules;
- Supervising final-year undergraduate dissertations in Arabic translation, linguistics and related areas, and supervising and assessing MA Arabic-English-Arabic Translation projects;
- Providing support and guidance to students, providing timely feedback, acting as a personal tutor, and resolving issues and/or referring to specialist parties, where appropriate;



- Contributing effectively to the administrative processes of the subject area;
- Assisting in subject-level recruitment activities, including contribution to Open Days, outreach activities and relevant events;
- Contributing effectively to the administrative processes and committee structures of the School, Faculty and University.

These duties provide a framework for the role and should not be regarded as a definitive list. Other reasonable duties may be required consistent with the grade of the post.

What will you bring to the role?

As a Teaching Fellow in Arabic Translation and Linguistics, you will have:

- A PhD in Translation Studies, Arabic/English Comparative Linguistics, Arabic Linguistics or similar;
- Native or near-native proficiency in Arabic and English;
- Experience of teaching at undergraduate and postgraduate levels;
- Experience of supervising undergraduate final-year dissertations involving Arabic/English/Arabic translation and related areas;
- A proven record of high-quality teaching in a University environment, with an enthusiastic approach to teaching language and translation and the ability to interact with students in ways that will enhance the student experience;
- Exceptional communication skills with the ability to collaborate with peers and inspire your colleagues;
- An ability to work effectively, responsibly and independently, and to work under pressure;
- Good organisational ability, including the ability to manage time effectively and prioritise tasks.

You may also have:

- Experience of teaching English/Arabic translation at MA level;
- Experience of supervising MA English/Arabic translation projects;
- Experience of developing and delivering on-line and blended learning courses.



How to apply

You can apply for this role online; more guidance can be found on our [How to Apply](#) information. Applications should be submitted by **23.59** (UK time) on the [closing date](#).

Contact information

To explore the post further or for any queries you may have, please contact:

Dr Mustapha Sheikh (m.sheikh@leeds.ac.uk), Director of Arabic, Islamic and Middle Eastern Studies

Additional information

Working at Leeds

You can find out more about our generous benefits package and more about what it is like to work at the University and live in the Leeds area in our [Working at Leeds](#) information.

Candidates with disabilities

Information for candidates with disabilities, impairments or health conditions, including requesting alternative formats, can be found in our [Accessibility](#) information or by getting in touch with us at disclosure@leeds.ac.uk.

Criminal record information

Rehabilitation of Offenders Act 1974

A criminal record check is not required for this position. However, all applicants will be required to declare if they have any 'unspent' criminal offences, including those pending. Any offer of appointment will be in accordance with our Criminal Records policy. You can find out more about required checks and declarations in our [Criminal Records](#) information page.

