



UNIVERSITY OF LEEDS

CANDIDATE BRIEF

**Lecturer (Teaching & Scholarship) in English for Academic Purposes,
Faculty of Arts, Humanities and Cultures**



Salary: Grade 7 (£36,333– £43,155 p.a.)

Reference: AHCLA1003

**Location: University Campus. We will consider flexible working
arrangements**

1.0 FTE, Ongoing

Lecturer in English for Academic Purposes

Language Centre, School of Languages, Cultures and Societies, Faculty of Arts, Humanities and Cultures

Do you have recent substantial experience in English for Academic Purposes? Are you passionate about teaching and delivering an exceptional student experience, and would like to teach in both the UK and overseas? Are you actively engaged in scholarship?

As Lecturer in English for Academic Purposes (EAP), you will develop and deliver engaging teaching within our large portfolio of programmes in academic language, discourse, and literacy. The Language Centre (LC) at the University of Leeds teaches students from all levels: Foundation through to PhD, both in pathway programmes for students prior to beginning their degree studies, and on-course programmes. Leeds is on the forefront of the trend for embedded EAP, including twelve discipline-specific summer pre-sessional programmes, and growing numbers of LC staff seconded into academic departments during the academic year. You will have a scholarship profile which reflects your career stage. With scholarship time a part of every Lecturer in EAP's workload allocation, the LC boasts a large range of projects, with outputs including publications whether in national and international journals or our own online journal, The Language Scholar.

This role focuses on transnational education, and you will spend at least part of the academic year developing and delivering teaching on English Language and academic skills modules at the University of Leeds-SouthWest Jiaotong University Joint School in Chengdu, China. You will spend the rest of the academic year developing and delivering teaching on our International Foundation Year modules and summer pre-sessional programming.

Teaching will take place on campus in Leeds and China (with the possibility of working in other transnational contexts in the future) as well as online via University of Leeds platforms. You will need to meet the eligibility criteria to satisfy China's working visa requirements and complete a satisfactory medical screening.



What does the role entail?

As Lecturer in English for Academic Purposes your main duties will include:

- Providing inspirational and innovative teaching and learning (teaching load as measured against the centre norm) which reflects professional standards and good practice across the range of programmes offered, including both face to face and online/remote teaching and in a transnational context;
- Contributing towards the design, development and planning of modules and programmes within the relevant subject area.
- Being involved in the review of modules and programmes, and in quality assurance processes to ensure the maintenance of standards, proactively seeking feedback from students and other stakeholders to inform development of module/programme delivery.
- Communicating assessment requirements, marking coursework and examinations, and providing timely, constructive feedback in accordance with marking criteria.
- Contributing to the support and guidance of students on matters relating to their orientation to UK academic expectations and completing any administrative tasks associated with module/programme delivery as required.
- Promoting, and contributing to, theoretically informed and innovative approaches to learning and teaching related activities across the University and externally.
- Engaging with, and contributing actively through, scholarly publications, conferences, workshops, and symposia to current thinking on EAP teaching at local, national and international level.
- Supporting and actively contributing to scholarship activities relating to learning and teaching, disseminating findings across the University and externally.
- Contributing to the administrative process and committee structures of the Centre, School, Faculty or 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 Lecturer in English for Academic Purposes, you will have:



- A Master's degree in a relevant field and a teaching qualification, or a first degree and a diploma-level teaching qualification (or equivalent). At least one qualification must evidence an understanding of language(s) and how these can be analysed for teaching purposes.
- Substantial recent relevant experience of teaching EAP within a Higher Education and transnational context and the ability to evidence effective language and literacy teaching skills, including a range of delivery techniques and assessment methods for students who are undertaking university level study.
- A scholarship record commensurate with your career stage and a forward looking plan for scholarship in EAP or other aspects of transnational education;
- Excellent command and knowledge of the English language, including a strong awareness of the academic literacies needed at university level, knowledge of ESAP approaches to supporting the development of specific disciplinary discourses.
- Excellent time management and planning skills with a proven ability to manage competing demands effectively, responsibly and without close support; including the ability to undertake administrative responsibilities associated with student education.
- A high level of interpersonal and communication skills, including evidence of building strong working relationships within and, as appropriate, beyond your own discipline to contribute to successful student education projects and collaborations, working both individually and in a team.

You may also have:

- A PhD OR EdD.
- Fellowship or be working towards Fellowship of Advance HE (formerly the HEA) and/ or BALEAP.

How to apply

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



Contact information

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

Bee Bond, Deputy Director

Email: LanguageCentreMASS@leeds.ac.uk

Additional information

Find out more about the [Language Centre](#).

Our University

As an international research-intensive university, we welcome students and staff from all walks of life (and from across the world). We foster an inclusive environment where all can flourish and prosper, and we are proud of our strong commitment to student education. Within the Faculty of Arts, Humanities and Cultures we are dedicated to diversifying our community and we welcome the unique contributions that individuals can bring, and particularly encourage applications from, but not limited to Black, Asian, people who belong to a minority ethnic community; people who identify as LGBT+; and disabled people. Candidates will always be selected based on merit and ability

Working at Leeds

We are a campus-based community and regular interaction with campus is an expectation of all roles in line with academic and service needs and the requirements of the role. We are also open to discussing flexible working arrangements. Find out more about the benefits of working at the University and what it is like to live and work in the Leeds area on our [Working at Leeds](#) information page.

Candidates with disabilities

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

Criminal record information

Rehabilitation of Offenders Act 1974

This post requires a basic criminal record check from the Disclosure and Barring Service (DBS), and any equivalent overseas authorities where relevant. The successful candidate will be required to give consent for the University to check their



criminal record status and all applicants must 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.

