



UNIVERSITY OF LEEDS

CANDIDATE BRIEF

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



Salary: Grade 8 (£46,974 - £56,021 p.a. depending on experience)

Reporting to: Michelle Evans, Deputy Director

Reference: AHCLA1019

Available on an ongoing, full-time basis.

Location: Chengdu and University of Leeds - Main Campus

We are open to discussing flexible working arrangements.

Lecturer (Teaching and Scholarship) in English for Academic Purposes (EAP)

Language Centre, School of Languages, Cultures and Societies

Overview of the Role

Are you an enthusiastic teacher, committed to delivering a first class learning and teaching experience in English for Academic Purposes (EAP) and related topics in both the UK and overseas? Can you pursue, develop and take forward pedagogic developments? Are you actively involved in scholarship?

As a Lecturer in 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. Our EAP teaching is embedded across a wide range of Schools across the University, with EAP academics collaborating with colleagues in other disciplines to support students in developing their understanding of disciplinary academic discourse and literacy requirements. This role focuses on transnational education and you will spend at least part of the academic year (usually one semester) 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 Leeds-based modules and summer preessionals programming.

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. Unique to Leeds is the degree of close working between language teaching professionals across all languages, with ample opportunity to work with colleagues in the wider School, and access to the resources and ambition of the largest school of languages in the UK.



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

Main duties and responsibilities

As a Lecturer (T&S), your main duties will include:

Teaching and learning:

- Delivering education at different levels on Language Centre provision and taking part in other teaching activity, including promoting and developing student competencies related to enquiry and research, core to a research-based education;
- Establishing and maintaining expertise at the forefront of your field/disciplinary area and incorporating this into your teaching;
- Forming part of a University-wide cohort community, taking part in regular events, sharing good practice, and working collaboratively with project teams across the institution;
- Contributing to the planning, design, development, delivery and review of learning units (modules, programmes) within relevant subject areas;
- Playing an active part in the development and adoption of teaching and learning practice in the Centre and wider School;
- Contributing disciplinary pedagogic expertise and experience to areas of the curriculum, facilitating and encouraging colleagues to think creatively and innovatively about development of teaching and learning practice;
- Taking a leading role in the development of teaching and learning practice in the Centre and wider School, with an emphasis on inclusion, active learning, project-based learning and technology-enhanced learning.

Curriculum review and redesign

- Working as part of a team to develop approaches to support educators in their development, e.g. assessment of knowledge and perceived abilities, scholarship of teaching and learning, and review of the effectiveness of innovations;
- Contributing to Equality, Diversity and Inclusion initiatives that create an inclusive learning environment within the school, ensuring we attract and retain



the best students from all backgrounds, from across the world and support them to flourish;

- Facilitating and supporting colleagues to use appropriate tools and technology to support and promote curriculum mapping and design;
- Working closely with the Curriculum Redefined project and faculty teams to formulate, implement and evaluate curriculum strategy and ensure it proceeds according to plan;
- Working with Student Education Leadership in the centre/ school/ faculty to co-ordinate and communicate timelines across project components.

Education research and scholarly activity:

- Carrying out scholarship of teaching and learning, inform ongoing innovative curriculum design and delivery, and contribute to the thinking and understanding of the sector (e.g. through scholarly publications and posts, discussions, conference participation etc.);
- Contributing to the production of high-quality and innovative learning materials and resources to support learning and teaching in the centre/school and discipline(s);
- Contributing to the development of innovative approaches to teaching and learning;
- Conducting other scholarship activities such as: investigating barriers to attainment in higher education; creating open education resources, contributing to textbooks; and other priorities agreed with the Executive Director/Head of School;
- Contributing to pedagogic research and/or the development of teaching policy and practice, disseminating findings/developments across the wider academic or professional community.

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.



Qualifications and skills

Essential:

- A postgraduate degree in a relevant field and a teaching qualification, or an undergraduate 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;
- Evidence of contributing to teaching and learning policy and practice within a transnational context, including experience of module/programme review and enhancement;
- A record of pedagogical research or Scholarship of Teaching and Learning (SoTL) commensurate with your career stage and a forward-looking plan to engage in SoTL or pedagogical research 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;
- 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;
- 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;
- Evidence of working to promote equality, diversity and inclusion in Student Education, and supporting the needs of a diverse student population.



Desirable:

- A PhD or equivalent in a relevant discipline;
- An understanding of policy and strategic issues relating to teaching and learning in Higher Education;
- Fellowship or be working towards Fellowship of Advance HE (formerly the HEA) and/ or BALEARP.

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:

Dr Michelle Evans, Deputy Director

Email: LanguageCentreMASS@leeds.ac.uk

Please note: If you are not a British or Irish citizen, you will require permission to work in the UK. This will normally be in the form of a visa but, if you are an EEA/Swiss citizen, this may be your status under the EU Settlement Scheme.

Additional information

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. To find out more about the benefits of working at the University and what it is like to live and work in the Leeds area visit our [Working at Leeds](#) information page.

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 Language Centre 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.

Information for disabled candidates

Information for disabled candidates, impairments or health conditions, including requesting alternative formats, can be found under the 'Accessibility' heading on our [How to Apply](#) information page or by getting in touch by [emailing HR via hr@leeds.ac.uk](mailto:hr@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 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 subject to the University being satisfied with the outcome of these checks in accordance with our Criminal Records policy. You can find out more about required checks and declarations in our [Criminal Records](#) information page.

