Faculty of Education Social Sciences and Law  
School of Law  

Lecturer/Associate Professor in Law  

The School of Law at Leeds is a successful, dynamic, and forward looking school. It was ranked 8th overall in the UK for the quality of its research, and 4th for the impact of this research on society, in REF 2014. We invite applications from ambitious researchers who have a demonstrable commitment to providing an excellent student experience. The successful candidate will contribute to the growing national and international profile and standing of the Centre for Law and Social Justice, one of the School’s highly successful research centres.  

The post is open to those with expertise in the field of employment and/or labour law, and we particularly welcome applicants who may also have expertise in family law. As a research active academic, you will be expected to maintain an excellent research and publication record, and to enhance the School and Centre's research activities and research culture. The Centre recently identified access to justice, social sustainability, and legal embodiment as themes driving its research. The successful candidates will have a record of publishing research which is internationally excellent and world leading. Our new colleagues will be expected to deliver undergraduate and taught postgraduate modules, supervise dissertations and PhD candidates, and work within the context of University values and policies, which are designed to promote dignity, diversity, and inclusiveness.  

This appointment, in a supportive, ambitious, and growing School of Law offers considerable potential for personal initiative and fulfilment.  

Further details about the School of Law are available at: http://www.law.leeds.ac.uk  

University Grade 7 (£34,576 – £37,768 p.a.); or  
University Grade 8 (£38,896 – £46,414 p.a.); or  
University Grade 9 (£47,801 – £55,389 p.a.)  

Informal enquiries to the Head of School, Professor Alastair Mullis (+44) (0)113 343 1881, email a.mullis@leeds.ac.uk.  

Closing Date: 3 October 2016  

Interviews are expected to be held on 19 October 2016  

Ref: ESLLW1062  

Click here for further information about working at the University of Leeds  
www.leeds.ac.uk/info/20025/university_jobs
Job Description Grade 7

Responsible to: Dean of the Faculty
Reports to: Head of School

Main purpose of the job

To be involved in the research, teaching and administration of the School as well as contributing to related activities within the school and the wider faculty. To work within University values and policies which are designed to promote dignity, diversity and inclusiveness.

Main duties and responsibilities

Research

- To support and contribute to research, innovation and impact activities
- To contribute to programmes of research, including investigations and project management
- To maintain a high quality record of regular and original research publications of internationally excellent quality
- To be involved in attracting research income on an individual and collaborative basis, where appropriate and feasible, to underpin high quality research activity
- To be involved in postgraduate supervision

Teaching

- To undertake a full teaching load (as measured against the School norm)
- To be involved in research-led teaching at different levels on undergraduate and postgraduate taught courses and take part in other teaching activities, as appropriate, in accordance with the university’s workload agreements
- To contribute to the design, development and planning of modules and programmes within the relevant subject area
- To be involved in the review of modules and programmes and in quality assurance and enhancement
- To contribute to the development of innovative approaches to learning and teaching
- To contribute to the support and guidance of students, resolving issues and/or referring to specialist parties, where appropriate
- To be involved in the assessment of course work and examinations
- To contribute to school and faculty policy and practice in teaching
Leadership and Management

- To contribute to the administrative processes and committee structures of the school, faculty or university

General

- To carry out the duties of the post in accordance with the university values of professionalism, inclusiveness, integrity and community supporting the core value of academic excellence
- To carry out the duties of the post in accordance with university standards, policies and procedures and local faculty/school benchmarks as appropriate.
- To integrate the University value of inclusiveness into all appropriate aspects of the job; respecting the dignity and diversity of all members of the University community and of visitors to the University
- To maintain a safe work environment, including ensuring compliance with legislation and the undertaking of risk assessments
- To undertake any other duties commensurate with the grade as might reasonably be required

Job Description Grade 8

Responsible to: Dean of the Faculty
Reports to: Head of School

Main purpose of the job

To carry out research, teaching and management within the school, faculty and university and to contribute to academic leadership in the School of Law. To work within University values and policies which are designed to promote dignity, diversity and inclusiveness.

Main duties and responsibilities

Research

- To pursue, develop and take forward research, innovation and impact at national and international levels
- To carry out programmes of research, including investigations and project management
- To promote the integration of own research area with other research interests within and, as appropriate, outside the school and faculty
- To maintain a high quality record of regular and original research publications of internationally excellent quality
- To attract research income on an individual and collaborative basis, where appropriate and feasible, to underpin high quality research activity
To be involved in postgraduate supervision

**Teaching**

- To undertake a full teaching load (as measured against the school norm)
- To undertake research-led teaching at different levels on undergraduate and postgraduate taught courses and take part in other teaching activities, as appropriate, in accordance with the university’s workload agreements
- To have a significant involvement in the design, development and planning of modules and programmes within the subject area
- To have a significant involvement in the review of modules and programmes and in quality assurance and enhancement
- To develop innovative approaches to learning and teaching
- To provide support and guidance to students, resolving issues and/or referring to specialist parties, where appropriate
- To be involved in the assessment of course work and examinations
- To contribute to school and faculty policy and practice in teaching

**Leadership and Management**

- To contribute effectively to the management and administrative processes and committee structures of the school, faculty or university
- To manage or lead major executive tasks (as either sustained or one-off projects) which facilitate school, faculty or university performance or business
- To be involved in the recruitment, management and development of staff and act as a mentor to more junior/less experienced colleagues

**General**

- To carry out the duties of the post in accordance with the university values of professionalism, inclusiveness, integrity and community supporting the core value of academic excellence
- To carry out the duties of the post in accordance with university standards, policies and procedures and local faculty/school benchmarks as appropriate
- To integrate the University value of inclusiveness into all appropriate aspects of the job; respecting the dignity and diversity of all members of the University community and of visitors to the University
- To maintain a safe work environment, including ensuring compliance with legislation and the undertaking of risk assessments
- To undertake any other duties commensurate with the grade as might reasonably be required
Job Description Grade 9 Associate Professor

Responsible to: Dean of the Faculty
Reports to: Head of School

Main purpose of the job

To draw on extensive academic excellence to underpin and carry out research, teaching, leadership and management within the School and the wider Faculty. To work within University values and policies which are designed to promote dignity, diversity and inclusiveness.

Main duties and responsibilities

General

- To contribute to the development and achievement of University, Faculty and School strategy within the context of an international, research-led university
- To be recognised as an authority in the field of employment and/or labour law, developing and maintaining an external profile as appropriate to the discipline.
- To maintain scholarly activity and keep up to date with developments in the field as necessary to carry out the duties of the post.
- To maintain scholarly activity and keep up to date with developments in the field as necessary to carry out the duties of the post
- Adhere to University values and standards, including the Leadership and Management Standard, and in line with University policies and procedures and local faculty/school benchmarks as appropriate, upholding high professional standards and leading by example
- To be aware of and work in line with the University’s learning and teaching partnership agreement and work with our students as members of a learning community to provide world class education and an excellent student experience
- To maintain own continuing professional development
- To maintain a safe and healthy work environment, including ensuring compliance with health and safety legislation and the undertaking of appropriate risk assessments
- To integrate the University value of inclusiveness into all appropriate aspects of the job; respecting the dignity and diversity of all members of the University community and of visitors to the University
Research

- To pursue, develop and lead research, innovation and impact activities at national and international levels.
- To develop the strategic direction within own research area
- To promote the integration of own research area with other research interests within and, as appropriate, outside the school and faculty
- To maintain a high quality record of regular and original research publications of internationally excellent quality and to develop an international profile.
- To attract research income on an individual and collaborative basis, where appropriate and feasible, to underpin high quality research activity
- To provide high quality postgraduate supervision and attract research students to the University
- To take part in knowledge transfer activities, where appropriate and feasible

Teaching

- To undertake a full teaching load (as measured against the school norm)
- To undertake research-led teaching at different levels on undergraduate and postgraduate taught courses, and take part in other teaching activities, as appropriate, in accordance with the university’s workload agreements.
- To contribute to school and faculty policy and practice in teaching
- To play a significant role in the design, development and planning of modules and programmes within the subject area
- To play a significant role in the review of modules and programmes and in quality assurance and enhancement
- To develop innovative approaches to learning and teaching
- To provide timely feedback and assessment of coursework and examinations
- To provide general support and guidance to students, resolving issues and/or referring to specialist parties, where appropriate
- To act as a personal tutor, including pastoral care and supporting students in maximising the benefit of their time at Leeds

To provide academic leadership through

- Significant contribution to the overall work of the University and/or equivalent external organisations by representing the school and faculty on appropriate committees and groups
- Effective contribution to the management and administrative processes and committee structures of the school, faculty and University
- Managing or leading major initiatives or areas of work (as either sustained or one-off projects) which facilitate school, faculty or University performance or business as required
• Involvement in the recruitment, management and development of staff and act as a mentor to more junior/less experienced colleagues
• The promotion of the values of collegiality within the academic community
• Actively promoting and engaging with the objectives of our valuing and developing all our staff agenda via compliance with the University’s People Management Framework to ensure high standards of employment practices across the School.

This job description provides a framework for the role and it may be necessary for an Associate Professor to undertake any duties commensurate with the post as might reasonably be required

University Values

All staff are expected to operate in line with the University’s values and standards, which work as an integral part of our strategy and set out the principles of how we work together. More information about the University’s strategy and values is available at http://www.leeds.ac.uk/comms/strategy/.

Person Specification

For appointment at University Grade 7

Essential

• Either a first degree and a doctorate in Law or relevant allied discipline (this includes work submitted for assessment, but not yet examined) or a relevant postgraduate qualification in law or a cognate discipline or professional qualification or equivalent
• Ability and willingness to contribute to teaching in the field of employment and/or labour law
• A clear research agenda that complements and/or adds to the research strengths of colleagues within the School
• Ability to contribute to growing the national and international profile and standing of one or more of the School’s Research Centres
• Evidence of identifying opportunities for new research activity or evidence of awareness of the availability of sources of external funding to support research and potential to apply for and secure external funding
• Experience of carrying out research-related activities, including collating, analysing data, coordinating research projects
• Evidence of producing research outputs of internationally excellent quality, including single or main author of recent refereed publications.
• Evidence of awareness and understanding of current research in field and of having integrated into own teaching
• Experience of contributing to the effective delivery of teaching
• Evidence of awareness of current educational technological advances in learning and teaching
• Evidence of identifying and using appropriate teaching techniques / methodologies
• A high level of interpersonal and communication skills, including writing skills and the ability to communicate effectively to an academic audience and other stakeholders as appropriate
• A capacity to enthuse others, work successfully as a member of a team and demonstrate an awareness of the benefits of collaborative working
• Good IT skills
• 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
• To demonstrate an understanding of the diverse nature of the University community and a willingness to work with staff, students and visitors (as appropriate) from a wide range of backgrounds, upholding the University value of inclusiveness

Desirable

• Experience of securing external research funding and successfully completing funded research projects
• Experience of contributing to the review and development of modules and/or programmes
• Ability and willingness to contribute to teaching in the field of family law
• Experience of supervising research students
• Excellence in teaching, as evidenced for example in student feedback obtained from teaching or peer review
• Experience of developing teaching materials in undergraduate and/or postgraduate teaching
• Experience of module management and review
• An appreciation of the policy and strategic issues currently affecting teaching in higher education

For appointment at University Grade 8

Essential

• Either a first degree and a doctorate in Law or relevant allied discipline (this includes work submitted for assessment, but not yet examined) or a relevant postgraduate qualification in law or a cognate discipline or professional qualification or equivalent
• Ability and willingness to contribute to teaching in the field of employment and/or labour law
• Ability to enhance the School’s research activities and research culture
• A clear research agenda that complements and/or adds to the research strengths of colleagues within the School
• Ability to contribute to growing the national and international profile and standing of one or more of the School’s Research Centres
• Experience of successfully obtaining external research funding
• Experience of developing and managing research projects
• Sustained track record of producing research outputs of internationally excellent quality, including single or main author of recent refereed publications
• An ability to carry out PhD supervision
• Excellence in teaching, as evidenced for example in student feedback obtained from teaching or peer review
• Evidence of an understanding of current research and of having integrated into own teaching
• Evidence of effectively delivering teaching, including developing and preparing teaching materials
• Evidence of involvement in reviewing and developing the curriculum
• Experience of developing and managing modules and/or programmes
• Experience of providing support and guidance to students
• Evidence of awareness of the potential of current educational technological advances in learning and teaching
• A high level of interpersonal and communication skills, including writing skills and the ability to communicate effectively to an academic audience and other stakeholders as appropriate
• A capacity to enthuse others, work successfully as a member of a team
• An ability to work collaboratively and to participate fully/lead on projects and initiatives
• Good IT skills
• An ability to work effectively, responsibly and independently and to work under pressure
• To demonstrate an understanding of the diverse nature of the University community and ability to work with staff, students and visitors (as appropriate) from a wide range of backgrounds, upholding the University value of inclusiveness
• Good organisational skills, including the ability to manage time effectively and prioritise tasks
Desirable

- Experience of postgraduate teaching and research supervision
- Ability and willingness to contribute to teaching in the field of family law
- An understanding of the policy and strategic issues currently affecting teaching in higher education
- Experience of integrating equality and diversity into work with staff or students

For appointment at University Grade 9

Essential

- Either a first degree and a doctorate in Law or relevant allied discipline (this includes work submitted for assessment, but not yet examined) or a relevant postgraduate qualification in law or a cognate discipline or professional qualification or equivalent
- A clear research agenda that complements and/or adds to the research strengths of colleagues within the School
- Ability to contribute to growing the national and international profile and standing of one or more of the School’s Research Centres.
- Evidence of identifying opportunities for new research activity or evidence of awareness of the availability of sources of external funding to support research and potential to apply for and secure external funding.
- Evidence of being an established authority in employment and/or labour law
- A sustained track record of generating research outputs of internationally excellent quality, including single or main author of refereed publications.
- Experience of successfully developing and managing major research projects
- An ability to carry out PhD supervision
- Significant teaching experience, including reviewing and developing the curriculum, developing and managing modules and/or programmes
- Excellence in teaching, as evidenced for example in student feedback obtained from teaching or peer review
- Evidence of delivering research-led teaching
- Evidence of contributing to school/departmental policy and practice in teaching
- Experience of providing support and guidance to students
- Evidence of awareness of the potential of current educational technological advances in learning and teaching.
- A high level of interpersonal and communication skills, including writing skills and the ability to communicate effectively to an academic audience and other stakeholders as appropriate
• A capacity to enthuse others and work successfully as a member of a team
• Excellent leadership and management skills
• Experience of leading on projects and initiatives, including managing resources and/or staff
• Good IT skills
• An ability to work effectively, responsibly and independently and to work under pressure
• Good organisational skills, including the ability to manage time effectively and prioritise tasks
• To demonstrate an understanding of the diverse nature of the University community and ability to work with staff, students and visitors (as appropriate) from a wide range of backgrounds, upholding the University value of inclusiveness.

Desirable

• Experience of postgraduate teaching and PhD supervision
• Ability and willingness to contribute to teaching in the field of family law
• Experience of successfully obtaining external research funding
• Experience of developing and managing research projects
• Evidence of activities aimed at promoting research impact
• Management experience at a senior level within a School/Department
• Involvement/understanding of the policy and strategic issues currently affecting research and teaching in higher education.
• Experience of integrating equality and diversity into work with staff or students.
Additional Information

The University offers generous terms and conditions of employment, a wide range of benefits, services, facilities and family friendly policies. Full details are available on the Human Resources web pages accessible at www.leeds.ac.uk/hr

The Partnership

The Partnership has been developed by students and staff and describes the mutual expectations of us all as members of the University of Leeds community. More information about the Partnership is available at http://partnership.leeds.ac.uk

Criminal Record Checks

This post is covered by the Rehabilitation of Offenders Act 1974 and as such, applicants who have ‘unspent’ convictions, cautions, reprimands and warnings, including any pending criminal proceedings, must declare this in the ‘other personal details’ section of the application form and send details to the Recruitment Officer at disclosure@leeds.ac.uk.

Criminal record information will be held securely by the University and in accordance with the Data Protection Act and the University’s Data Protection policy, available at http://www.leeds.ac.uk/secretariat/data_protection_code_of_practice.html

Any offer of appointment will be in accordance with our policy, a copy of which is available at http://hr.leeds.ac.uk/criminal_records

Disabled Applicants

The post is located in the Liberty Building. Disabled applicants wishing to review access to the building are invited to contact the department direct. Additional information may be sought from the Recruitment Officer, email disclosure@leeds.ac.uk or tel + 44 (0)113 343 1723.

Disabled applicants are not obliged to inform employers of their disability but will still be covered by the Equality Act once their disability becomes known.

Further information for applicants with disabilities, impairments or health conditions is available in the applicant guidance.