



UNIVERSITY OF LEEDS

CANDIDATE BRIEF

Excellence and Innovation Fellowships, Leeds Institute for Teaching Excellence (LITE), Student Education Service



Salary: Secondment at current grade

Reference: LITEI1007

Internal only: these secondment opportunities are open to University of Leeds employees only

Excellence and Innovation Fellowships Leeds Institute for Teaching Excellence (LITE), Student Education Service

Are you an academic interested in fulfilling a project of teaching innovation, scholarship or pedagogy? Are you looking to set an aspirational standard of teaching excellence and pedagogic scholarship?

The Leeds Institute for Teaching Excellence (LITE) embodies the University's commitment to excellence and innovation in education through its investment in a community of Fellows, giving academic staff the opportunity to develop and implement projects and establish a culture of high quality teaching innovation, scholarship and leadership. Continuing the pattern of annual recruitment, the Institute invites applications for up to five Fellowships to join LITE in September 2018.

You will be appointed to fulfil a project of teaching innovation, scholarship or pedagogy during your year's secondment, managing the project (with the support outlined below) in alignment with LITE's research themes, priorities and objectives. You will set an aspirational standard of teaching excellence and pedagogic scholarship that will energise LITE's progress and develop teaching practice within and beyond the Leeds Curriculum.

As well as fulfilling the research and innovation project as outlined in your application, you will be expected to contribute fully to the dynamism of the Institute's scholarly community, contribute content towards the digital and external-facing profiles of the Institute and act as ambassador at internal and external events. You will be expected to disseminate your project findings and innovations externally to develop the practice, pedagogy and reputation of student education at the University. For further guidance on writing your project proposal, please see the section 'Further information about Fellowship projects' document.

You will have a blend of pedagogic and interpersonal/communication skills so that you are able to work effectively both as a project leader and as a dynamic colleague alongside academic and professional staff within the Institute.

You will be provided with shared office space in 18 Beech Grove Terrace, with appropriate equipment and meeting space, and an allocation of up to £15K to support



your project, e.g. by paying for research assistance, events, materials, T&S and equipment. The LITE team supports the development and dissemination of projects by organising events, providing paper and web-based communication and links with other internal and external networks.

It is anticipated that, over time, discipline or faculty-based centres for teaching innovation and scholarship will provide developmental contexts for aspirant LITE Fellows, and that successful Fellows will return to their home schools and units with the leadership qualities and momentum to establish or enhance these initiatives.

What does the role entail?

As an Excellence and Innovation Fellow your main duties will include:

- Fulfilling and disseminating a research and innovation project as outlined in your application;
- Producing scholarship and innovation that complements the vision and priorities of the Institute;
- Designing your project so that it contributes to the delivery and/or enhancement of the Leeds Curriculum;
- Publishing/disseminating project outputs beyond the University (this dissemination might take the form, for example, of a journal article, book chapter, evaluation project, strongly evidenced pedagogic report, a re-useable educational resource or learning toolkit);
- Contributing fully to the research and community of the Institute, by offering workshops, talks and conference papers;
- Fostering a dynamic community of debate, interaction and scholarly collaboration at the Institute;
- Offering at least two workshops or masterclasses relating to your expertise and experience, as part of the portfolio of staff training and teaching enhancement offered by the University;
- Contributing to the Institute's mentoring and guidance service for teaching innovation and pedagogic development as part of the Institute's consultancy role;
- Acting as a LITE ambassador at regional, national and international Learning and Teaching and Pedagogy conferences;



- Contributing creatively to the Institute's publications and to its digital showcase and communications, offering an online profile, teaching and scholarship case-studies and contributions to online blogs and news where relevant;
- Presenting project developments, findings and innovations at the University's Student Education Conference.

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 an Excellence and Innovation Fellow you will have:

- Substantial experience in a HE teaching or teaching leadership capacity;
- Experience of teaching scholarship, with involvement in and awareness of, relevant pedagogy and scholarship agendas;
- Experience of leading change in learning and teaching at Programme/School/Faculty level;
- Sustained experience of working in partnership with staff and students to enhance the student experience;
- Sustained experience of developing modules/programmes or student support provision;
- Excellent planning, organisational, communication and interpersonal skills;
- Knowledge of methods of evaluating and reflecting on teaching innovations;
- The ability and willingness to demonstrate initiative and to take responsibility;
- Developed awareness of the Leeds Curriculum and of the current strategic priorities of student education at the University;
- A sustained interest in teaching innovation and scholarship;
- A commitment to improving student education at Leeds;
- An organised and methodical approach to project development, delivery and dissemination;
- A flexible approach and a willingness to balance commitments and duties.

You may also have:

- Qualification(s) in teaching at HE level;
- Fellowship of the HEA;



- Experience leading or influencing curriculum development projects in Higher Education (e.g. the Leeds Curriculum, HEA, JISC);
- Involvement in Faculty/School Student Education Committees or University student education working groups;
- Experience of designing and fulfilling a teaching innovation, pedagogy or research project;
- Evidence of publication or dissemination of outputs related to teaching innovation and pedagogy;
- Developed and critical knowledge of teaching scholarship;
- Understanding of and networking with cross-institutional bodies dedicated to teaching innovation and pedagogy.

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.

Application process

You are encouraged to have a conversation with your Head of School/Faculty Dean prior to submitting an application, as these Fellowships are being offered on a secondment basis.

You should complete an application form and upload your project proposal under the three headings:

1. Review of current practice (250 words)
2. Project Objectives and Outputs (500 words)
3. Impact of project on Student Education at Leeds (300 words)

Contact information

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

Dr Raphael Hallett, Associate Professor

Tel: +44 (0)113 343 4520

Email: r.hallett@leeds.ac.uk



Additional information

Further information about Fellowship Projects

Fellowship applications should be guided by the 'excellence and innovation themes' outlined as priorities for 2018 by LITE:

1. Building a Civic Curriculum
2. Understanding Learning Gain
3. Evaluating Curriculum Change
4. Student Co-creation of Education
5. Efficient/Innovative Assessment
6. Learning Analytics: using data for student progress
7. Student Support & Development

Applicants will be judged by an independent panel. Project proposals will be required to demonstrate, for example:

- how they will translate excellence in scholarship into excellence in student education;
- how they will enhance student learning, recruitment and/or student satisfaction;
- clear plans for wider (inter)national dissemination, enhancing the University of Leeds's reputation in teaching and pedagogy.

Examples of eligible Fellowship applications might include:

- the design and development of a piece of pedagogic research likely to result in strong external impact, recognition and funding opportunities;
- an innovative teaching project with demonstrable impact on the University of Leeds student experience for example:
 - an interdisciplinary initiative;
 - an evaluation of the impact of a blended learning development;
 - the development of an initiative involving external partnership(s) with other HEIs, employers, alumni or policy makers;
 - a widening participation or outreach initiative.

Working at Leeds

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

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.

