



ATS682

Lecturer/Senior Lecturer in Education
(Secondary Mathematics)

Further Particulars

School of Education & Lifelong Learning

Faculty of Social Sciences

An International University



Founded in 1963, the University of East Anglia (UEA) is an internationally renowned University based on a campus that provides top quality academic social and cultural facilities to over 14,000 students.

Located in rolling parkland, and just two miles from the centre of the beautiful cathedral city of Norwich, the University is part of the Norwich Research Park which is home to over 1,000 scientists working in several world ranked institutions. The city's motto is "A fine city" and its strong cultural heritage has seen Norwich maintain the best of its historical character whilst developing to become one of the most vibrant and attractive cities in Europe. The city is surrounded by beautiful countryside and within easy reach of the stunning Norfolk coast. A wide variety of visitors come to the region every year to enjoy boating on the Broads, the protected nature and wildlife habitats, as well as seaside towns and beaches.

The city's medieval centre of cobbled streets remains largely intact, but there is still space for modern buildings such as the city's newest centrepiece, the Forum, which is a striking piece of contemporary architecture. The glass front overlooks the colourful open-air market (one of the largest in the country) and reflects the city in all its diversity. The city is consistently rated as one of the top ten shopping venues in the UK.

“If there is another city in the United Kingdom with a school of painters named after it, a matchless modern art gallery, a university with a reputation for literary excellence which can boast Booker Prize-winning alumni, one of the grandest Romanesque cathedrals in the world, an extraordinary new state-of-the-art public library then I have yet to hear of it. Norwich is a fine city. None finer.

Stephen Fry

The UEA is ranked:

- UK Top 15 (14th in the Guardian University Guide 2015; 14th in the Times and Sunday Times Good University Guide 2015)
- UK 6th for Student Experience (Times Higher Education Student Experience Survey 2015)
- World Top 1% (Times Higher Education World Rankings 2014-15)
- World Top 100 (Leiden Ranking 2014)



The University has four Faculties:

- Arts & Humanities
- Science
- Social Sciences
- Medicine & Health Sciences

These incorporate 23 Schools of Study and drive the UEA's reputation for top-quality research and teaching

The University campus strikes a balance between a countryside and city setting; more than 320 acres of green parkland surround the campus with award-winning architecture by Sir Denys Lasdun, Lord (Norman) Foster and Rick Mather. Extensive on-campus facilities are all just a few minutes walk away from teaching and research facilities. Sporting facilities on campus include the University Sportspark which houses an Olympic-sized swimming pool and regularly hosts international sporting events. UEA also has the world famous Sainsbury Centre for Visual Arts and hosts an International Literary Festival which has included famous names such as Ian McEwan and Kazuo Ishiguro (both alumni of UEA's Creative Writing course).

In the most recent Research Excellence Framework exercise (2014), UEA's research was ranked 10th in the UK for its output and 21st overall amongst all mainstream British institutions. REF confirmed that more than 82% of our research is World leading or internationally excellent.

Students and Courses

The University offers a choice of more than 300 courses through four Faculties. The University employs around 2,500 staff – two thirds of which are full time and one third part time. More than 1,150 members of staff are academic including around 500 researchers. Administration, support, technical and general staff make up just over 1,300 in total. It also came top of the most recent research effectiveness league table published by Research Fortnight. The University has over 14,000 students, including some 3,200 postgraduates and over 1,600 from outside the European Union from more than 100 countries worldwide.

Former UEA Students include:

- Booker Prize winning authors Ian McEwan and Kazuo Ishiguro;
- Comedy writers and performers Charlie Higson, Arthur Smith and Paul Whitehouse
- Explorer Benedict Allen
- Meteorologist Penny Tranter
- Radio 1 DJ Greg James
- Actors Jack Davenport, James Frain, Matt Smith and Tim Bentinck.



Further information available at:

www.uea.ac.uk

The Faculty of Social Sciences

The Faculty encompasses applied research and teaching in a wide range of social sciences and other professional fields and currently consists of the following Schools of Study:

- School of Economics (ECO)
- School of Education and Lifelong Learning (EDU)
- School of International Development (DEV)
- UEA Law School (LAW)
- Norwich Business School (NBS)
- School of Social Work (SWK)
- School of Psychology (PSY)

Some 256 academic and research staff work in these Schools, and the Faculty also includes a further 45 support staff. The Faculty hosts almost 7,500 students, including over 2,000 taught postgraduates and 300 PhD students.



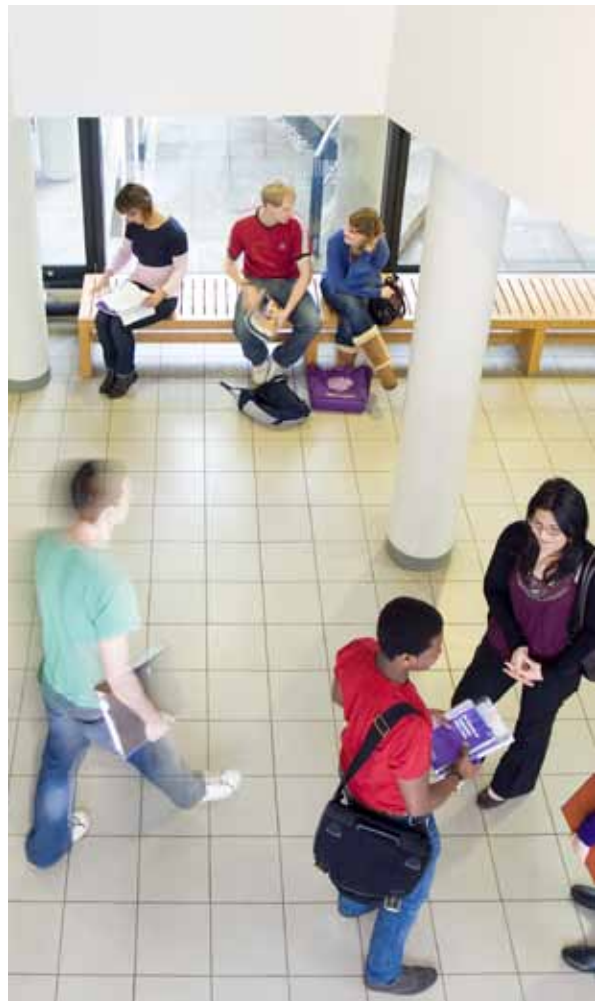
Further information on the Schools available at:

www.uea.ac.uk/ssf

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Social Science to
make a difference
The Faculty's Mission Statement
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The Faculty's mission statement is: Social science to make a difference, through:

- Providing high quality learning and teaching, and postgraduate training, aimed at developing critical reasoning skills and employability;
- Generating research and scholarship across disciplines that not only contributes to the development of disciplines themselves, but also produces socially useful new knowledge; and
- Putting enterprise and engagement, locally and globally, at the heart of our mission.



School of Education and Lifelong Learning

The School

The School of Education and Lifelong Learning (EDU) at UEA is one of the UK's leading centres for educational development and research, with an outstanding international reputation. REF 2014 confirmed that research is world class, with 77% of EDU's publications being world leading or internationally excellent. Established in 1981 following the merger of the Keswick Hall College of Education and the Centre for Applied Research in Education, the School now occupies an award-winning purpose built building at the heart of the UEA campus. Its Centre for Applied Research in Education is one of the oldest established educational research centres in the UK, and has a world-wide reputation for its work on evaluation and development. The School also has an excellent reputation for the quality of its Initial Teacher Education provision offering both Primary and Secondary PGCE Masters level programmes.

Research

The School has an international reputation as one of the UK's leading institutional communities for research in the development of professional education and training. It is constantly developing its research approaches both in terms of content and methodological approaches. As a result, research students receive outstanding support. The School's research is focussed on building collaborations with researchers from a broad range of disciplines to explore issues around participation, pedagogy and curriculum, youth cultures, engagement and social justice. The School offers a wide variety of research opportunities and research-based programmes tailored to the needs of individuals, and works collaboratively with individuals and groups from both the public and private sector, including schools, colleges and universities, social and welfare services, the police and health services, arts and industry.

Research is funded by a variety of international, governmental and charitable organisations, as well as through University sources, extending beyond the traditional boundaries of educational research (curriculum subjects, assessment, teaching and learning) to include education and training in other professions too.

Teaching Programmes

The School of Education and Lifelong Learning is committed to excellence in teaching provision. We offer full and part-time Masters and Doctoral programmes (PhD and a professional EdD doctorate) which attract both home and international students. Many of the School's graduates now occupy senior positions in policy-making and in higher education. EDU also offers an innovative BA in Education and BA in Physical Education to meet the growing national demand for academic studies in these fields. In addition, the School provides professional programmes in Initial Teacher Education through its PGCE M courses, Counselling and Counselling Skills. Courses are designed to meet a variety of educational needs for all ages across East Anglia, nationally and internationally and are part of our commitment to the value of learning for all.



Further information available at:

www.uea.ac.uk/edu

The Post - ATS Senior Lecturer in Education (Secondary Mathematics)

We seek to appoint an experienced and dynamic teacher educator to be involved in leading the Mathematics PGCE course and also to be involved in leadership of the Secondary PGCE Masters level programme.

The School of Education and Lifelong Learning offers PGCE subject specialisms at Masters Level in Modern Foreign Languages, English, Geography, Mathematics, History, Physical Education, Physics, Biology and Chemistry. Our programmes combine academic and theoretical study with placement based practice. We have a strong secondary partnership with regional schools working together to promote excellent outcomes for students through a critical enquiry approach.

The successful candidate will possess an understanding of the changing landscape of Initial Teacher Education and provide strategic vision for the future. This role will entail academic leadership and coordination for all aspects of the Secondary PGCE provision, including collaboration with Partnership Schools and liaison with external agencies such as the NCTL. A major part of the role will be focused on aligning and developing initial teacher education provision in partnership with key schools and stakeholders through School Direct. There is a well-developed shared management structure within the current PGCE team which supports high quality provision. You will work closely with academic colleagues, sharing expertise to ensure the continuity of high quality provision. You will also work collaboratively with administrative staff who support the work of the Secondary PGCE team in order to develop and coordinate activity with regard to marketing and recruitment and the day to day management of the course. You will ensure continuity and a stimulating approach to helping students develop professional knowledge and practice.

You will join the School's Research in Mathematics Education Group (RME) which was established in 2003 and brings together researchers and teacher educators with an interest in the teaching and learning of mathematics (www.uea.ac.uk/education/research/areas/mathematics-education). The RME Group has ongoing research projects that examine aspects of mathematics teacher education as well as several doctoral research students with a mathematics teacher education focus.

The University has "twin-tracked" career pathways for academic staff on Academic Teaching and Scholarships (ATS) and Academic Teaching and Research (ATR) terms and conditions. ATS and ATR staff can progress through the academic grades at Lecturer, Senior Lecturer, Reader and Professor levels. Broadly speaking, ATR duties cluster around activities related to research, teaching and enterprise and engagement (and corresponding administrative activities), whereas ATS duties mainly focus on activities related to teaching and enterprise and engagement (and corresponding administrative activities). As a result, the workload allocation of ATR staff reflects research expectations which the workload allocation of ATS staff does not. However, engagement with research and scholarly publications is desirable for ATS staff. The precise duties of this post will be agreed in discussion with the Head of School.

Main Duties

The main duties and responsibilities for this post will include:

- Management of the secondary PGCE programmes
- Leadership of the PGCE (M) Mathematics course
- Delivery of PGCE Mathematics and Professional Development seminars
- School visits to students on school based placement
- Liaising with partnership mentors/schools
- Leading mentor meetings
- Interviewing prospective candidates
- Assessing the PGCE Mathematics students against the Teachers' Standards
- Guiding and assessing Masters-level assignments and projects

General

The post holder will carry out administrative, management, leadership and pastoral duties related to the position. In particular:

- Undertake a course leadership role
- Manage and co-ordinate the work of the Secondary PGCE
- As subject leader and tutor, co-ordinate with others (such as administrative staff or academic colleagues) to ensure student needs and expectations are met
- Manage and co-organise teaching and enterprise and engagement activities
- Be involved in outreach and recruitment activity, publicity and international activity
- Undertake duties commensurate with the aims and objectives of the Head of the School of Education and Lifelong Learning

Enterprise and Engagement

UEA has the expectation that all staff shall make appropriate contributions to enterprise and engagement activities.

Enterprise and engagement involves academic staff in the use of, or development of, intellectual capital which benefits both the University and non-academic sectors, through community engagement and interactions with other public sector bodies, business and the third sector.

For an informal discussion about this post please contact Claire Crosthwaite/Trudy Gust (tel: 01603 592853, edu.hosoffice@uea.ac.uk), PAs to Dr Nalini Boodhoo, Head of the School of Education

Person Specification

The person specification for this post is enclosed in this brochure.

The Post - ATS Lecturer in Education (Secondary Mathematics)

We seek to appoint a dynamic teacher educator to join the successful Secondary PGCE team. You will lead the delivery of the Secondary PGCE (M) programme in Mathematics, and will support the delivery of the PGCE (M) and School Direct training in Mathematics. You will offer continuity and a stimulating approach to helping students develop professional knowledge and practice.

You will join the School's Research in Mathematics Education Group (RME) which was established in 2003 and brings together researchers and teacher educators with an interest in the teaching and learning of mathematics (www.uea.ac.uk/education/research/areas/mathematics-education). The RME Group has ongoing research projects that examine aspects of mathematics teacher education as well as several doctoral research students with a mathematics teacher education focus.

The University has "twin-tracked" career pathways for academic staff on Academic Teaching and Scholarships (ATS) and Academic Teaching and Research (ATR) terms and conditions. ATS and ATR staff can progress through the academic grades at Lecturer, Senior Lecturer, Reader and Professor levels. Broadly speaking, ATR duties cluster around activities related to research, teaching and enterprise and engagement (and corresponding administrative activities), whereas ATS duties mainly focus on activities related to teaching and enterprise and engagement (and corresponding administrative activities). As a result, the workload allocation of ATR staff reflects research expectations which the workload allocation of ATS staff does not. However, engagement with research and scholarly publications is desirable for ATS staff. The precise duties of this post will be agreed in discussion with the Head of School.

Main Duties

The post holder's key duties will include:

- Management of the PGCE (M) Mathematics course
- Delivery of all PGCE Mathematics and Professional Development seminars
- School visits to students on school based placement
- Liaising with partnership mentors/schools
- Leading mentor meetings
- Interviewing prospective candidates
- Guiding and assessing Masters-level assignments and projects
- Assessing the PGCE Mathematics students against the Teachers Standards

General

The post holder will carry out administrative, management, leadership and pastoral duties related to the position. In particular:

- As curriculum leader and tutor, co-ordinate with others (such as administrative staff or academic colleagues) to ensure student needs and expectations are met
- Manage and co-organise teaching and enterprise and engagement activities
- Be involved in outreach and recruitment activity, publicity and international activity
- Undertake duties commensurate with the aims and objectives of the Head of the School of Education and Lifelong Learning

Enterprise and Engagement

UEA has the expectation that all staff shall make appropriate contributions to enterprise and engagement activities. Enterprise and engagement involves academic staff in the use of, or development of, intellectual capital which benefits both the University and non-academic sectors, through community engagement and interactions with other public sector bodies, business and the third sector.

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Person Specification

The person specification for this post is enclosed in this brochure.

Person Specification

ATS682 - Senior Lecturer in Education (Secondary Mathematics)

Education, Experience and Achievements

Essential Criteria

- Good honours degree in Mathematics or related field
- Masters degree in Education or a related discipline
- Qualified Teacher Status (QTS) in England
- Experience of delivering PGCE Mathematics and evidence of research-informed teaching and learning
- Experience and evidence of leadership, administration and management in relation to Initial Teacher Education provision
- Experience of contributing to leading PGCE teams
- Track record of successfully teaching in secondary education in England/Wales
- Evidence of scholarship
- Proven track record in applying for or raising consultancy/ scholarship/enterprise and engagement funding commensurate with stage of career

Desirable Criteria

- PhD or equivalent qualification in Education or a related field

Skills & Knowledge

Essential Criteria

- Ability to lead and develop PGCE in Secondary Mathematics and enthuse students
- Secure knowledge of the National Curriculum, GCSE and A-level
- Evidence of innovative and effective teaching methods
- Ability to make a wider contribution to teaching in relation to teacher development
- ICT competence
- Awareness of current issues within teacher education and Mathematics
- Excellent verbal and written communication skills in the English language
- Ability to resolve problems and student issues

Desirable Criteria

- Good understanding of the Teachers' Standards

Personal Attributes

Essential Criteria

- Excellent interpersonal skills
- Proven administrative ability
- Ability to work under own initiative and meet competing deadlines
- Commitment to collaborative working, collegiality, effective team work and consultative decision making
- Strong organisational skills
- Professional approach
- Willingness to be flexible by undertaking additional duties as and when required by the Head of School

Special Circumstances

- Administrative, management and leadership roles will be undertaken within the associated workload allocation for this post
- Ability to be mobile to carry out the duties of the post. Applicants must be able to demonstrate that they hold a full UK driving licence and have their own transport. Where an applicant has declared that he/she has a disability that prevents him/her from driving, adjustments will be considered.
- The post holder will be required to undertake a satisfactory criminal records check at enhanced level by the Disclosure and Barring Service (to be undertaken by UEA).

Person Specification

ATS682 - Lecturer in Education (Secondary Mathematics)

Education, Experience and Achievements

Essential Criteria

- Good honours degree in Mathematics or related field
- Qualified Teacher Status (QTS) in England
- Track record of recent success teaching in secondary education in England/Wales
- Evidence of departmental or whole school responsibility
- Evidence of a commitment to own professional development
- Experience of contributing to Initial Teacher Education

Desirable Criteria

- Higher degree in a relevant discipline/commitment to completing a higher degree
- Experience of being a school based mentor
- Experience of teaching adults
- Demonstrate a commitment to research-informed teaching and learning.

Skills & Knowledge

Essential Criteria

- Ability to lead and develop PGCE in Secondary Mathematics and enthuse students
- Secure knowledge of the National Curriculum, GCSE and A-level
- Evidence of innovative and effective teaching methods
- Ability to make a wider contribution to teaching in relation to teacher development
- ICT competent
- Awareness of current issues within teacher education and Mathematics
- Excellent verbal and written communication skills in the English language
- Ability to resolve problems and student issues
- Capacity to contribute to scholarship in the field of education, through projects and/or publication.

Desirable Criteria

- Good understanding of the Teachers' Standards

Personal Attributes

Essential Criteria

- Excellent interpersonal skills
- Proven administrative ability
- Ability to work under own initiative and meet competing deadlines
- Commitment to collaborative working, collegiality, effective team work and consultative decision making
- Strong organisational skills
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General Information

Terms and Conditions of Appointment

The candidate to whom an appointment is offered will receive a full statement of the terms and conditions of appointment for Academic, Teaching and Scholarship Staff (ATS).

Duties

A member of faculty is required:

- (a) to promote the study of his/her subject by teaching and research;
- (b) to assume such duties and responsibilities appropriate to the appointment as may be assigned to him/her by the governing bodies of the University or by the Dean or Director, as appropriate, acting on their behalf;
- (c) to examine without further payment in the examination for degrees and diplomas of the University when required to do so.

Residence

The University is strongly committed to providing an excellent student experience and research environment, and it is expected that all staff will be available on campus to carry out their duties during the working week in support of these goals. Absences for significant periods are by agreement with the Head of School or Head of Division.

Superannuation

The post is superannuable under the Universities Superannuation Scheme.

Occupational Health Assessment

Appointments will be subject to a satisfactory Occupational Health Assessment to be carried out by the University's Occupational Health Service.

Relocation expenses

Relocation expenses are reimbursable under certain conditions.

Annual Leave Entitlement

There is an annual holiday entitlement of six weeks, plus statutory (8 days) and customary (6 days) holidays.

Interview expenses

Reasonable travel and incidental expenses incurred in attending the interview will be reimbursed. (Please ensure that you keep all receipts). Please note that if you are offered a post and decline the offer, travel and incidental expenses will not be reimbursed. Detailed information on the allowances will be provided on the expenses claim form which will be sent to you if you are invited to interview.

Salary

For Lecturers, the salary will be £39,685 to £45,954 per annum on Academic Grade 3 on the single salary spine.

For Senior Lecturers, the salary will be £47,328 to £54,841 per annum on Academic Grade 4 on the single salary spine.

Please note that it is the expectation that candidates will be appointed at the bottom of the salary spine.

Starting Date

The post is available from 1 September 2015, or as soon as possible thereafter, on an indefinite basis.

Entitlement to Work in the United Kingdom

If you are shortlisted for interview you will be asked to bring to interview original documentary evidence of permission to work in the UK. Candidates invited to interview will be provided with a list of appropriate documents that can be provided as evidence. Please DO NOT provide this with your application.

Due to the nature of this role and the level of qualifications required, please note that immigration legislation allows the University to apply for a sponsorship certificate for this post. Where appropriate, the University will apply for a sponsorship certificate from the Home Office UK Immigration and Visa Service on behalf of the candidate offered employment. The individual will be required to supply original documents and certificates to support this application.

Workers from outside of the EU who do not have current residency status within the UK and will require entry clearance or leave to remain approval from the Borders Agency should familiarise themselves with Tier 2 (General) of the Points Based System operated by the Home Office. Details are available at <http://www.ukba.homeoffice.gov.uk/>.

Disclosure and Barring Service

This appointment will be subject to a criminal record check at enhanced level from the Disclosure and Barring Service.

This document is available in alternative formats e.g. large print, disc and on-line. If you need this document in an alternative format please contact us on 01603 593034, fax 01603 593522, or email hr@uea.ac.uk

Application Process

Application Process

You should submit a covering letter and three paper copies of your curriculum vitae, or one copy if submitting the application by e-mail, along with a completed application form and equal opportunities monitoring form. **In your covering letter please indicate whether you are applying for the post of Lecturer, Senior Lecturer, or both.**

Your completed application form should quote the [appropriate reference code AT5682](#) as indicated on the front page of this brochure and be returned by **12 noon on 9 June 2015**.

You can find an application form at [http:// www.uea.ac.uk/hr/vacancies/](http://www.uea.ac.uk/hr/vacancies/) or by telephoning the Human Resources Division on **01603 593034**.

You should return the application to us either electronically as an e-mail attachment to hr@uea.ac.uk, or by posting it to the [Human Resources Division, University of East Anglia, Norwich, NR4 7TJ](#).

Postal applications will not be acknowledged unless a stamped addressed envelope or postcard is supplied.

Please note that applications received after the closing date will not normally be accepted.

Equal Opportunities Form

Please note that an Equal Opportunities Monitoring Form must be completed and returned with ALL applications, whether submitted by post or by email. If submitted by email, the Equal Opportunities Monitoring Form must be sent as a separate document/attachment to the Application Form

The Equal Opportunities Monitoring Form will be detached from the received application before short-listing takes place and will not form any part of either the short-listing or decisions making process.

Proof of Qualifications

The person specification for this post lists qualifications that are essential and/or desirable and you may hold some or all of these qualifications. Please note that if you are offered a contract you may be asked to provide original certificates of these educational and professional qualifications. Please **DO NOT** provide these with your application.

Referees

In naming referees in your application, you are requested to give only those who can immediately be approached and one of these must be your current employer, or if not employed your most recent employer.

Interviews

It is anticipated that presentations and interviews will take place in the School on **25 June 2015**.

Candidates who have not heard by this time should assume their application has been unsuccessful.

Please note that it is not normal practice to provide feedback to candidates who have not been shortlisted.

