



Job Description

This form summarises the purpose of the job and lists its key tasks. It is not a definitive list of all the tasks to be undertaken as those can be varied from time to time at the discretion of the School, in consultation with the postholder.

Job title: LSE Fellow (Band 6)

Department/Centre/Institute: Law School

Accountable to: Dean of Law School

Job Summary

- The objective of the Fellowship is to provide an early career opportunity for those who have potential in legal research and scholarship. The Fellowships are available only to those who have a PhD or will be close to completing one before the Fellowship start date of 2 September 2024.
- Fellows are expected to contribute to class teaching on the undergraduate degree programme and other teaching on the undergraduate or postgraduate programme as may be available.

Duties and Responsibilities

- Delivering high-quality teaching (lectures and seminars) to undergraduate and postgraduate students
- Supervising, teaching and examining undergraduate and masters level students through lectures, seminars, course work and classes.
- Identifying the learning needs of students; helping to define learning objectives and to provide appropriate support.
- Preparing, marking and providing feedback on formative and summative work, including coursework, exam papers and dissertations.
- Acting as an academic advisor (mentor) to students, to discuss academic progress and to provide pastoral care or signposting students to relevant support services
- Holding regular Advice & Feedback (Office) hours for students (at least 2 hours per week).
- Participating in regular teaching meetings with academic and professional services staff
- Managing academic administration arising from teaching responsibilities – e.g. class preparation and marking, with guidance as required.
- Developing a research programme and publication record - e.g. through publication(s) arising from the PhD or post-doctoral research
- Participating in development opportunities both at a departmental and School level (e.g. workshops, training, talks).

Flexibility

To deliver services effectively, a degree of flexibility may be required in the duties performed in order to meet the exigencies of service. Job roles may also naturally develop over time and ongoing substantial changes to a role will be discussed between line managers and their staff, with job descriptions updated as and when appropriate.



Equity, Diversity and Inclusion (EDI)

LSE is committed to building a diverse, equitable and truly inclusive university. All posts (and post holders) will seek to ensure diversity and inclusion, while opposing all forms of unlawful and unfair discrimination on the grounds of age, disability, gender identity, marriage and civil partnership, pregnancy and maternity, race, nationality, ethnic or national origin, religion or belief, sex and sexual orientation, or social and economic background.

Ethics Code

Posts (and post holders) are assumed to have a responsibility to act in accordance with the School's Ethics Code and to promote the principles and values that the Code enshrines. The Ethics Code clearly states that the whole LSE community, including all staff, students, and governors of LSE, are expected to act in accordance with the principles which are set out in the Code. As such you are required to read and familiarise yourself with it. The School's Effective Behaviours Framework is designed to support this Code. It sets out examples for the six behaviours that all staff are expected to demonstrate, these can be found on the following link: [click here](#)

Environmental Sustainability

The post holder is required to minimise environmental impact in the performance of the role, and actively contribute to the delivery of the LSE Environmental Policy.