Person Specification

This form lists the essential and desirable requirements needed in order to do the job.

Applicants will be shortlisted **solely** on the extent to which they meet these requirements.

Job title: LSE Fellow (Band 6)

Department: LSE100: The LSE Course   **Accountable to: Director of LSE100**

Competency	E/D
Completed or be close to completing a PhD in a social science discipline, by the post start date.	E
A very good knowledge of a field and/or sub-field within a social science discipline.	E
A developing research record in a social science discipline.	E
Excellent communication and presentation skills.	E
Demonstrable ability and willingness to work as an effective member of the full LSE100 team, in close partnership with administrators, Fellows, and Class Teachers and under the guidance of the Director of LSE100, to promote the aims of and vision for the course.	E
Willingness to work collaboratively to design multidisciplinary modules for students from a wide range of disciplinary backgrounds, including by devising a theme, selecting readings and other resources, designing task-based classes, and planning assessments that facilitate learning (e.g., group projects, essays, etc.).	E
The ability to work in close partnership with fellow teachers as part of a two-person teaching team, and to provide effective support, as necessary, in the delivery of large, task-based classes.	E
The ability to act as a mentor and first point of contact for class teachers on the course, providing effective support and guidance, monitoring teaching performance (including via teaching observations) and holding regular one-to-one meetings to provide feedback.	E

Evidence of relevant class teaching and assessment experience covering the full academic cycle, preferably at LSE.	E
Experience with task-based class teaching.	E
The ability to identify students' needs and to respond creatively in devising strategies to meet these needs (e.g., developing teaching materials, proposing changes to the syllabus or providing individualised support).	E
Foster an engaging and supportive learning environment	E
A commitment to equality and diversity	E
Hold or be actively undertaking a Postgraduate Certificate in Higher Education (at least to Associate level) or a comparable teaching qualification.	E
Teaching experience with LSE100	D
Experience designing task-based class plans and inductive student-centred materials.	D
Experience supporting skill development, especially in the area of writing skills	D
The ability to lead and contribute effectively to teacher training and other meetings related to the operation of LSE100.	D
Experience of managing and contributing to course virtual learning environments (e.g. Moodle).	D
Research and teaching experience in subject areas related to the current LSE100 modules (*see LSE100 Moodle site: http://moodle.lse.ac.uk/*).	D
Experience in carrying out course administration	D

E – Essential: Requirements without which the job could not be done.

D – Desirable: Requirements that would enable the candidate to perform the job well.