



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 Department, in consultation with the postholder.

Job title: LSE Fellow

Department: Department of Social Policy

Accountable to: Head of Department

Job summary:

The post holder will contribute to the scholarship and intellectual life of the Department and LSE by conducting teaching and research which will enhance the School's reputation as a research-led teaching institution. With appropriate mentoring from Department, the post holder will help improve our students' educational experience whilst gaining excellent teaching experience and developing their own research career.

Duties and responsibilities

- Delivering high-quality teaching (lectures and seminars) to undergraduate and postgraduate students.
- Identifying the learning needs of students, defining appropriate learning objectives and providing them with appropriate support.
- Preparing, marking and providing feedback on formative and summative work, including coursework, exam papers and dissertations.
- Participating in regular teaching meetings with academic and professional services staff.
- Working closely with professional services staff to ensure the smooth running of all aspects of teaching and assessment.
- Holding regular Advice & Feedback (Office) hours.
- Acting as an academic advisor (mentor), including with regard to dissertation writing, and providing pastoral care.
- Organising and participating in activities to enhance the Student Experience.
- Developing a research programme and publication record - e.g. through publication(s) arising from the PhD or post-doctoral research.

**Note**

LSE has a progressive pay structure that rewards you with annual pay increases up to a certain level as you develop in your role. We also provide for further reward past this point in the form of further pay increases based on exceptional performance.

Flexibility

To deliver services effectively, a degree of flexibility is needed, and the post holder may be required to perform work not specifically referred to above.

Equality and Diversity

To uphold the School's commitment to equality of respect and opportunity, as set out in the [Ethics Code](#), we will treat all people with dignity and respect, and ensure that no one will be treated less favourably because of their role at the School, age, sex, disability, gender identity, race, religion or belief, sexual orientation, marriage and civil partnership, pregnancy and maternity, or social and economic background. For the full Equity, Diversity and Inclusion policy statement please see the [EDI website](#).

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.