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: Assistant Professorial Lecturer in Local Economic Development and Planning

Department/Division: Geography & Environment
Accountable to: Head of Department

Job Summary
Based in the Department of Geography and Environment, the post holder will have a track record of excellent teaching. The role entails: leadership of teaching, administration, supervision, assessment and support to students on postgraduate courses involving the teaching of Local Economic Development and Planning; oversight and support to students of the MSc Local Economic Development; and organisation and participation in co-curricular and extra-curricular learning activities with undergraduate and postgraduate departmental students. An Assistant Professorial Lecturer, within LSE's Education Career Track, will be expected to deliver excellence in course design and management, inspirational teaching, a demonstrable contribution to student learning and advice, and a strong contribution to departmental educational, administrative and collegial activities.

Duties and Responsibilities

Teaching
- Contribute to the intellectual life of the School by engaging in outstanding and innovative quality core or specialist teaching
- Develop an innovative and attractive course that responds to the particular challenges of students of Local Economic Development and Planning, shaping and influencing curriculum development and actively contributing to the review of the course in accordance with departmental strategy and changing disciplinary teaching practice
- Production and management of high-quality learning resources
- Support student learning through the effective use of technology
- Manage the quality of teaching delivered on the course through liaison among academic staff teaching on the course and supervision of GTAs and \ or LSE Fellows teaching and marking on the course, including organising and delegating their work
- Design appropriate assessment for the course, where this develops knowledge and skills appropriate to student progression; coordinate formative and summative assessment processes; communication with students; marking and assessment; evaluation of feedback provision
- Supervise postgraduate dissertations
- Oversee and support students of the MSc Local Economic Development, including acting as mentor and providing pastoral care

- Communicate effectively with the student cohort, promoting clear information about courses and resolving student queries
- Lead on programme-level meetings, and SSLCs, creating a record of deliberation and development

Departmental contribution
- Make a significant contribution to student recruitment, widening participation and student support initiatives, liaising both with colleagues and with relevant organisation bodies within LSE
- Organise and participate in initiatives to support the Department's provision of co-curricular and extra-curricular learning for geography and environmental students. This will include field-trips and other off-campus educational activities for undergraduate and postgraduate students
- Work co-operatively with academic staff on all teaching and education related matters, as appropriate to the role
- Share good practice with department colleagues such as in reviewing and monitoring of programme and course syllabus, teaching, resources and content as part of the department's and the School's on-going commitment to improving teaching
- Foster departmental collegiality and fulfil obligations to the Head of Department and colleagues, in particular those related to developing disciplinary and interdisciplinary teaching within the department
- Acting as a member of departmental, inter-departmental or School committees, e.g. Departmental Teaching Committee, exam boards and sub-boards
- Participating in departmental hiring searches and making shortlisting recommendations for new members of academic staff especially in relation to teaching
- Contribute to departmental responsibilities for ancillary teaching activities (e.g. Summer School, executive and on-line courses)

Development
- Engage in (inter)disciplinary, professional and educational research and / or development / publication of educational materials / textbooks as required to support the department's teaching activities, emphasising reflective pedagogy as appropriate
- Extend, transform and apply knowledge from external activities to teaching
- Benchmark the course, and wider departmental provision, against that of peer departments in order to inform course review and departmental strategy
- Actively seeking and pursuing training in teaching technology and practice, for example by undertaking where necessary the PGCertHE to associate level

Note
The 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.