



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

Department/Division: Anthropology

Accountable to: Head of Department

Job Summary

This is a fellowship in social anthropology intended for an early-career scholar. Your primary duty in 2019/20 will be to lecture and teach classes on one half of the first year introductory course AN102 Anthropology, Text and Film. In 2020/21 you may be asked to lecture and teach classes/seminars on other courses. In addition to contributing to other courses you will also be expected to act as Academic Mentor to undergraduate students. You will meet your mentees regularly in small groups, and mark and discuss their essays.

The overall work load for LSE Fellows is lighter than that of other members of the teaching staff, and it is intended that you will dedicate a significant amount of time to your own research, writing and professional development.

In addition to writing reference letters for tutees, you may be asked to perform limited administrative tasks under the direction of the Head of Department.

AN102 Anthropology, Text and Film

This course is taught in a series of three-week cycles, each of which combines the study of an ethnographic monograph with the study of related films, articles, artworks, etc., in order to deepen students' knowledge of particular societies and themes, and to explore debates surrounding anthropological representation.

There is no pre-determined syllabus, making this an exciting opportunity to teach monographs and films of one's own choice. The materials set should, however, cover a wide range of ethnographic and theoretical issues, as appropriate for an introductory course. Particular themes that could be addressed within the teaching include the relationship between history and anthropology, the relationship between anthropology and literature, experimental forms of ethnographic writing and film-making, autoethnography, anthropology and/as art, public anthropology, and anthropological involvement in interdisciplinary collaborations. (These suggestions are not an exhaustive list, just a few possible points of inspiration.)



Duties and Responsibilities

- Contributing to the scholarship and intellectual life of the School by conducting teaching and research which will enhance the School's reputation as a research-led teaching institution, with appropriate mentoring from department.
- Supervising, teaching and examining undergraduate and masters level students through lectures, seminars, course work and tutorial.
- Identifying learning needs of students; helping to define learning objectives and to provide appropriate support.
- Acting as a personal tutor and providing pastoral care.
- Holding regular office hours for students on the course (at least 2 hours per week).
- Providing feedback on formative and summative assessments.
- Undertaking examination-related duties, such as exam and dissertation marking, as required.
- Participating in regular teaching meetings, with academics and administrators involved in the course, with appropriate mentoring.
- Managing academic administration arising from teaching responsibilities – e.g. class preparation and marking, with guidance as required.

Flexibility

To deliver services effectively, a degree of flexibility may be required in the duties performed in order to meet the demands 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.