



## 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 post holder. The description of the duties and responsibilities reflect the post at the time it was drawn up, the details of which may change over time without changing the general character and purpose of the post or the level of responsibility encompassed.

**Job title:** Assistant Professor in International History – History of Latin America

**Department/Division:** International History

**Accountable to:** Head of Department

### Job Summary

Based in the Department of International History, the post holder will contribute to the intellectual life of the School through conducting and publishing outstanding quality research, engaging in high quality teaching as instructed by the Head of Department, and participating in the School and wider Department activities.

The role holder will be expected to offer new courses at undergraduate level and at Masters level in the history of Latin America from c.1750 to the present day. The research interests of candidates will need to show a global, international, transnational or comparative perspective.

### Duties and Responsibilities

#### Range of Academic Activities and Responsibilities at Assistant Professor Level at LSE

##### Research

The department expects the successful candidate to offer publications that will contribute to REF 2021.

The successful candidate will be expected to contribute to the scholarship and intellectual life of the School by conducting research which will enhance the School's high reputation as a research-led teaching institution. He/she will achieve this by:

- Conducting substantive research into complex ideas, concepts or theories and applying appropriate methodologies
- Developing a coherent research programme(s) in their discipline which has national and international impact
- Developing a body of outstanding quality publications in peer reviewed outlets
- Initiating and developing links with external contacts such as other educational bodies, employers and professional bodies to foster collaboration
- Preparing and submitting proposals for research funding to School and external bodies after prior consultation with the Head of Department.
- Presenting their research at national and international conferences
- Acting as a reviewer for academic journals



- Organising conferences, seminars and workshops
- Establishing a national and international reputation for scholarship in their area of expertise.

### Teaching

Teaching duties will be fulfilled by the post-holder by:

- Contributing to the intellectual life of the School by engaging in high quality core teaching.
- Contributing to the monitoring and enhancement of quality in teaching within the department.
- Actively seeking and pursuing training in teaching technology and practice, for example by undertaking the PGCertHE to associate level.
- Teaching and examining undergraduate and masters level students.
- Acting as personal adviser and providing pastoral care.
- Supervising PhD students (but not sole supervisory responsibility for research students whilst pre-Interim Review).
- Developing innovative and attractive courses compatible with those already offered by the department, shaping and influencing curriculum development and actively contributing to the review of courses in accordance with departmental strategy.
- Supervising hourly-paid teachers, including organising and delegating work, arranging induction and providing training and guidance.
- Actively contributing to departmental teaching administration.

The post-holder may be asked to contribute to one of the department's introductory undergraduate courses for first year undergraduates.

### Activities relating to departmental administration and management and/or School-wide service

- Fostering departmental collegiality and fulfilling individual responsibilities as set out by the Head of Department and/or other senior colleagues.
- Actively contributing to the intellectual life of the department and to the work of the School overall, for example:
  - Attending and participating in departmental meetings.
  - Acting as a member of and/or chairing departmental, inter-departmental or School committees, e.g. exam boards and sub-boards.
  - Participating in departmental hiring searches and making shortlisting recommendations for new members of academic staff.
  - Liaising with central and departmental administration across the School to resolve issues concerning programme development, student welfare and examinations etc.
- Engaging with external institutions, organisations and the wider community to support research, teaching and School strategic objectives.

### 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

LSE believes that equality for all is a basic human right. We actively encourage diversity and inclusion, while opposing all forms of unlawful and unfair discrimination on the grounds of age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex and sexual orientation.



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**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 School's Ethics Code. As such you are required to read and familiarise yourself with the Ethics Code.

**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.