



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 in International Development

Department: International Development

Accountable to: Head of Department

Job Summary

To engage in teaching on DV442, “Key Issues in Development Studies” and DV420, “Complex Emergencies”, as well as other Department courses that meet the candidate’s skill set, should the need arise.

To support the teaching of Masters courses in the Department of International Development, through class teaching (and lectures where required), marking essays and examination papers, and mentoring MSc students. Also to assist in defining appropriate learning objectives.

Duties and Responsibilities

- Contributing to the scholarship and intellectual life of the School by conducting teaching which will enhance the School's high reputation as a research-led teaching institution
- Supervising, teaching and examining masters level students through lectures, seminars, course work and tutorials
- Acting as academic mentor and providing pastoral care
- Supervising mentees for their end of year dissertation
- Participating in dissertation workshops throughout the year and referring supervisees to expert advisors where appropriate
- Holding regular office hours (at least 2 hours per week)
- Marking practice essays, assessed essays and exam papers during the academic year; and marking dissertations
- Contribute to setting and proof-reading exam papers and organising exam script distribution and collation of marks to/from markers
- Undertaking examination-related duties, such as invigilation and script marking, as required
- Participating in regular teaching meetings, with academics and administrators involved in the course(s)
- Identifying learning needs of students and defining appropriate learning objectives.

Flexibility

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