



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 (Education) in Environmental Economics and Policy

Department: Geography and Environment

Accountable to: Head of Department

Job Summary

Based in the Department of Geography and Environment, the post holder will have track records of excellent teaching, student mentoring and pastoral care. The role entails course-level leadership of teaching, administration, assessment, and support to students on courses with challenges of scale, type, prestige, or expectation. Contributions at this level will typically span course design, teaching, and activities linked to departmental administration and School-wide service. An Assistant Professor (Education) will be expected to deliver excellence in course design, delivery and management, quality assurance, inspirational teaching, a demonstrable contribution to student learning and advice, and a strong contribution to the Department's educational, administrative, and collegial activities. The post holder is anticipated to contribute to developing an effective, inclusive and supportive learning community in the Department, in line with the ambitions outlined in the School's LSE 2030 strategy.

An Assistant Professor (Education) in Environmental Economics and Policy will also be expected to contribute to and improve the Department's provision of experiential learning (e.g., field trips) as well as explore opportunities for professional development of students through exploring links with industry experts and alumni, which could enhance the student experience.)

Range of Academic Activities and Responsibilities as Assistant Professor (Education) at LSE

Note: Assistant Professorial Lecturer posts will involve many, though not necessarily all, of the following activities and responsibilities:

Course teaching

- Contribute to the intellectual life of the School by engaging in outstanding quality core or specialist teaching
- Liaise with related departments to ensure that the course makes a coordinated contribution to related courses for which it may be a pre-requisite
- Contribute to the supervision of student dissertations.
- Design coherent, outcomes-based teaching and learning that responds to the particular challenges of the course



- Production and management of high-quality learning resources
- Support student learning through the effective use of technology
- Lead on the monitoring and enhancement of the quality of the teaching on the course and the development of its teaching staff
- Coordinate academic advising on the course, including holding course-level weekly office hours during term-time
- Communicate effectively with the student cohort, promoting clear information about the course and resolving student queries

Course assessment

- Design appropriate and inclusive assessment for the course, where this develops knowledge and skills appropriate to student progression
- Coordinate formative and summative assessment processes, including assignment setting; communication with students; academic skills development in line with the assessment tasks; allocation of marking; marking and assessment; evaluation of feedback provision; follow up based on overall student achievement on assignments; annual evaluation of the assessment plan's fitness for purpose on the basis of student achievement
- Act as lead examiner for the course, including the preparation of all examination material, marking exams and liaison with the external examiner
- Attend all examination meetings as required by the Chair of the examination sub-board

Course-level leadership

- Develop an innovative and attractive course, shaping and influencing curriculum development and actively contributing to the review of the course in accordance with departmental strategy and changing disciplinary teaching practice
- Liaise with related departments on their students' progress on the course
- Manage the quality of teaching delivered on the course through liaison among academic staff teaching on the course and supervision of Graduate Teaching Assistants and \ or LSE Fellows teaching and marking on the course, including organising and delegating their work
- Lead the review and monitoring of the course syllabus, teaching materials, resources and content as part of the department's and the School's ongoing commitment to improving teaching

Course management

- Monitor seminar sign-up process and deal with any matters arising
- Lead course-level meetings, committees and Staff-Student Liaison Committees, creating a record of deliberation and development
- Meet and oversee the progress of underperforming students and deal with issues arising through liaison with academic advisers

Departmental contribution

- Make a significant contribution to student recruitment, widening participation, and student support initiatives, liaising with colleagues in the Department and with other education-related School units such as Academic Registrar Division, Teaching and Learning (EDEN), Learning Technology and Innovation, and Student Services Centre.
- Work co-operatively with academic staff on all teaching and education-related matters, as appropriate to the role



- 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
- Contribute to departmental responsibilities for delivering extended education such as International Programmes and Summer School courses

Development

- Engage in (inter)disciplinary, professional and educational research while developing or publishing educational materials or 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

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.