

## Job Description

**Job title:** Lecturer in Optometry

**Faculty:** Health and Life Sciences

**Grade:** F

**Part time:** 0.6 FTE

	Duties of the role
<b>Overall purpose of the role</b>	<p>The post holder will play a key role in delivery of the new MOptom Optometry programme at undergraduate level. You will work with key individuals both within the University and in practice to deliver quality teaching, learning and assessment.</p> <p>You will be expected to contribute to other teaching and learning activities across the School and Faculty.</p>
<b>Main duties and responsibilities</b>	<p><b>Teaching and Learning Support</b></p> <ul style="list-style-type: none"> <li>• Design teaching material and deliver across a range of modules within a programme/course of study</li> <li>• Develop own teaching materials, methods and approaches appropriate to a variety of settings from small groups to large lectures.</li> <li>• Set, mark and assess work and examinations and provide feedback to students</li> <li>• Challenge thinking, foster debate and develop the ability of students to engage in critical discourse and rational thinking.</li> <li>• Supervise student work, projects and clinical placements, provide advice on study skills and help them with learning problems.</li> <li>• Identify areas where current provision is in need of revision or improvement.</li> <li>• Contribute to the planning, design and development of curricula.</li> <li>• Act as an academic/clinical assessor for students</li> </ul> <p><b>Research and Scholarship</b></p> <ul style="list-style-type: none"> <li>• Contribute to research, enterprise, professional practice and international activities and developments within the School.</li> <li>• Extend, transform and apply knowledge acquired from scholarship to teaching and appropriate external activities.</li> <li>• Develop and produce learning materials and disseminate the results of scholarly activity</li> </ul> <p><b>Liaison and networking</b></p> <ul style="list-style-type: none"> <li>• Build external contacts and participate in internal networks for the exchange of information and to form relationships for future collaboration.</li> </ul>

## Duties of the role

### Managing people

- Manage own teaching, scholarly and administrative activities.
- Act as an academic tutor for students
- Co-ordinate the work of others to ensure modules are delivered to the standards required.

### Teamwork

- Collaborate with academic and practice colleagues on module, programme and curriculum development and changes and the implementation of assessment procedures
- Contribute to the accreditation of courses and quality control processes.
- Attend and contribute to module team meetings.
- Collaborate with colleagues to identify and respond to student's needs.
- Assist with administrative duties associated with admissions.

### Planning and managing resources

- As module leader or tutor, co-ordinate with others (such as support staff or academic colleagues) to ensure student needs and expectations are met.
- Be responsible for administrative duties in areas such as examinations, assessment of progress and student attendance.

### Other

- Perform any other duties relevant to the role and commensurate with the job grade as reasonably required from time to time.
- Treat all DMU staff, students, contractors and visitors with dignity and respect. Provide a service that complies with the Equality Act 2010, eliminating unlawful discrimination, advancing equality of opportunity and fostering good relations with particular attention to the protected characteristics of age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief (or none), sex and sexual orientation.

## Person Specification

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Area of responsibility	Requirements	Essential or desirable	*Method of assessment			
			A	I	T	D
<b>Qualifications and Training</b>	A qualification in Optometry that confers eligibility to apply to register with the General Optical Council (GOC).	Essential	X			X
	Registered Optometrist with the GOC	Essential	X			X
	A Masters qualification in a relevant optometry-related discipline		Desirable	X		X
	PhD or equivalent in a cognate discipline.		Desirable	X		X
	A teaching qualification		Desirable	X		X
	A Clinical Education qualification		Desirable	X		X
<b>Knowledge and Experience</b>	Experience in teaching and training at undergraduate and/or postgraduate levels in optometry.		Desirable	X	X	X
	Experience in leading and developing modules at UG and/or PG levels, with designing appropriate assessments		Desirable	X	X	X
	Experience of supervision of research projects at UG and/or PG levels	Essential		X	X	X
	Knowledge of contemporary developments in the field of optometry.	Essential		X	X	X
	Experience of working in partnership with healthcare organisations.	Essential		X	X	X
	Experience of practice in optometry for a minimum of 2 years.	Essential		X	X	
	Experience of supervision of practice educators and/or students in the workplace.	Essential		X	X	

Area of responsibility	Requirements	Essential or desirable	*Method of assessment				
			A	I	T	D	
	Experience in supporting the learning needs of students from diverse backgrounds with different needs.		Desirable	X	X	X	
<b>Research and Scholarship Activity</b>	Experience in research and publication including collaborative links and partnerships both internally and external to the University.		Desirable	X	X		
	Evidence of external income generation and/or commercial activity.		Desirable	X	X		
<b>Personal Effectiveness</b>	Well-developed team-working skills with excellent interpersonal skills that enable the effective transmission of complex ideas and concepts.	Essential		X		X	
	Commitment to enhancing own professional development.	Essential		X	X		
	Proficient in the use of ICT and an ability to use this effectively in teaching to create a stimulating learning environment.	Essential		X	X	X	
	Ability to present complex information orally, in writing and electronically in accordance with the specific needs of the audience.	Essential		X		X	
	Examples of managing deadlines and competing priorities.	Essential		X	X		
	Willingness to work flexibly, including occasional evening and weekend work	Essential		X		X	

\*A = Application Form; I = Interview; T = Test; D = Documentary Evidence