

Job Description

Job Title:	Assistant Professor
School:	
Grade:	1.0 Assistant Professor
Annual Gross Salary:	€40,500
Responsible to:	Head of School
<p>Job Purpose</p> <p>To contribute to, and lead in, the areas of course delivery, course management and course development in the School. To undertake research and knowledge transfer through scholarly activities. To undertake specific course leader responsibilities in related programmes, as appropriate.</p>	
<p>Main Duties and Responsibilities</p> <ol style="list-style-type: none"> 1. Lecturing at all levels of the academic programmes in the School including Master's programmes. 2. To engage in course design and development in line with the quality assurance standards 3. Make a major contribution to achieving the academic objectives of the School through scholarly activity, research outputs and knowledge transfer activities. 4. Undertake significant administrative, course development and course leadership responsibilities. Act as module tutor for a number of identified modules. Administer course registers, assessment records, learning programmes and other records. 5. Engage with the recruitment of students onto courses and provide appropriate advice on progression and career opportunities. 6. Develop and consolidate contacts with relevant external organisations. 7. Adhere to quality assurance and enhancement systems to ensure high standards are maintained and the student experience is enhanced. 8. Attend local and national events on behalf of the University, in order to promote the University and its courses, and to enhance the institutional, departmental and divisional profile. 9. Effective contribution to the management and administrative processes and committee structures of the school, faculty and University 10. Carry out other duties as outlined by the Head of School 	

Name:	
Date:	
Signature :	