**Associate Tutor**

**School of Education**

**Grade 8**

**Job Purpose**

To contribute to the delivery of an excellent student experience by undertaking a range of teaching, dissertation supervision, assessment support, school visits (ITE) and administrative duties as requested by the Line Manager in accordance with School requirements.

**Main Duties and Responsibilities:**

To deliver an agreed range of teaching, supervisory and assessment activities in accordance with the School of Education teaching requirements.

To undertake assessment of student teachers on placement in accordance with the requirements of the School of Education school experience partnership (ITE school experience tutors).

To participate fully in the assessment process employing a variety of appropriate methods and techniques and to provide effective and timely feedback, both formative and summative, in support of student learning.

To support and assess individual student projects and to assist with emerging difficulties.

To undertake appropriate course and programme administration as required.

To be familiar with current educational research and its applications.

To engage in professional development activities as required, in order to enhance knowledge, understanding and skills.

To undertake any other reasonable duties as appropriate, in consultation and agreement with Line Manager.

To contribute to the enhancement of the University’s international profile in line with the [University’s Strategic Plan](https://www.gla.ac.uk/explore/strategy/).

**Qualifications**PhD in a relevant subject area or a Masters degree with substantial professional experience, or be able to demonstrate substantial professional experience supporting and assessing students in a school setting

Current registration with the General teaching Council of Scotland (ITE only)

**Knowledge, Skills and Experience**

Up to date knowledge and an understanding of research/scholarship within subject related

area.

An established track record of development and delivery of teaching including CPD.

An understanding of the research/scholarship that underpins learning and teaching.

Substantial post qualification experience in a professional post.

Excellent communication skills both orally and written.

Excellent interpersonal skills and presentation skills.

Excellent time management skills.

Ability to work independently and as part of a team.

Ability to work with little supervision.

Self-motivation.

Ability to accept collegiate responsibilities and act accordingly.

Commitment to the University’s published values and professional behaviours