

**Faculty of Humanities & Social Sciences**

**School of Social, Historical & Literary Studies**

**LECTURER IN THE HISTORY OF THE ROYAL NAVY.**

**10014736 – Fixed Term contract for 2 years**

**THE POST**

Please see the attached job description and person specification.

**TERMS OF APPOINTMENT**

Salary is in the range £33,242 to £36,309 per annum. Salary is paid into a bank or building society monthly in arrears.

Annual leave entitlement is 35 working days in a full leave year.  The leave year commences on 1 August and staff starting and leaving during that period accrue leave on a pro-rata basis.  In addition, the University is normally closed from Christmas Eve until New Year’s Day inclusive and there are a further five bank holidays.  Staff are likely to be asked to attend on weekends for recruitment activities at certain times of the year.

There is a probationary period of one year during which new staff will be expected to demonstrate their suitability for the post. Most academic staff new to Portsmouth will be expected either:

* to have already Descriptor 2 of the UK Professional Standards for Teaching and Supporting Learning in Higher Education and thus be Fellows of the HE Academy, or
* to achieve Descriptor 2 within their probationary year.

The UK Professional Standards are a set of standards for the HE sector and can be found at [www.heacademy.ac.uk/ukpsf](http://www.heacademy.ac.uk/ukpsf). The standards were updated in 2011. Successful achievement of one of the descriptors within the Standards Framework brings with it membership of the HEA at a level commensurate with the descriptor achieved (see table below)

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| Descriptor | HEA Fellowship Category | Target Group |
| D1 | Associate Fellow | Staff who support learning  Academic staff with limited teaching portfolios |
| D2 | Fellow | Early career teaching staff  Experienced academic staff with substantive teaching and learning responsibilities |
| D3 | Senior Fellow | Experienced academic staff who can demonstrate impact & influence through academic leadership &/or mentoring |
| D4 | Principal Fellow | Senior academic staff responsible for institutional leadership |

A discussion will take place at the formal selection interview about which Descriptor an individual should achieve within their probationary year. Therefore, it is important that applicants provide full information on the application form where they are in possession of a qualification in learning and teaching in HE and/or where they are already a Fellow of the Higher Education Academy.

It is the University's policy to take up references for candidates called for interview and to ask successful candidates to submit documentary evidence of their qualifications on taking up their appointment.

It is a condition of the appointment for the proper performance of the duties of the post that the appointee will take up residence at a location such that they are able to fulfil the full range of their contractual duties. This residential requirement will be expected to be fulfilled within twelve months of taking up the appointment. The University has a scheme of financial assistance towards the cost of relocation, details of which can be found on the University website <http://www.port.ac.uk/departments/services/humanresources/recruitmentandselection/informationforapplicants/removalandseparationguidelines/filetodownload,91621,en.pdf>.

If the position has a requirement for Disclosure and Barring Service check (DBS), this will be stated in the advert. The DBS Application Form will be provided once the selection process has been completed.

To comply with UKVI legislation, non-EEA candidates are only eligible to apply for this post if it has been advertised for a total of 28 days.

The appointee will be eligible to join the Teachers' Pension Scheme. The scheme's provisions include a final salary based index-linked pension and a lump sum on retirement together with dependants’ benefits.

All applications must be submitted by Midnight (GMT) on the closing date published.

**UNIVERSITY OF PORTSMOUTH – RECRUITMENT PAPERWORK**

1. **JOB DESCRIPTION**

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| **Job Title:** | Lecturer in the History of the Royal Navy |
| **Faculty/Centre:** | Humanities and Social Sciences |
| **Department/Service:**  **Location:** | School of Social, Historical and Literary Studies |
| **Position Reference No:** | 10014736 |
| **Grade:** | 7 |
| **Cost Centre:** | 43016 |
| **Responsible to:** | Head of School |
| **Responsible for:** | N/A |
| **Effective date of job description:** | April 2015 |

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| **Purpose of Job:** |
| The postholder will have a research specialism in any aspect of the Royal Navy and its global presence between 1660 and 1900, and possess a grasp of relevant historiographical issues across this period, including the social and cultural history of naval personnel and institutions.  Working with colleagues from the History team, the postholder will take a central role in creating a new distance-learning MA in naval history in collaboration with the National Museum of the Royal Navy (NMRN). This project offers the opportunity to draw on the NMRN’s archives and collections to develop a unique course, making the history and material culture of the Royal Navy accessible to student researchers globally through an on-line multi-media syllabus.  The postholder will be a full member of the History team and contribute appropriate teaching to the history undergraduate programme, as well as having the opportunity to supervise suitable MRes and PhD projects. The postholder will be research-active, and will have the opportunity to work alongside the existing Port Towns and Urban Cultures strategic research project. Collaboration with the NMRN will also extend to suitable external funding bids and public-engagement projects. |

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| **Key Responsibilities** |
| The appointee will:   1. Develop and teach on a new distance-learning MA in naval history and contribute to the History undergraduate core units as appropriate. 2. Contribute to short course delivery at Masters level. 3. Offer specialist teaching in any aspect of the Royal Navy and its global presence between 1660 and 1900 and relevant historiographical issues across this period, including the social and cultural history of naval personnel and institutions. 4. Support and supervise individual students writing undergraduate and masters dissertations. 5. Supervise Doctoral candidates 6. Draw on the NMRN’s archives and collections to make the history and material culture of the Royal Navy accessible to student researchers globally through an on-line multi-media syllabus. 7. Undertake if required the University’s Postgraduate Certificate in Education (HE). 8. Pursue research and scholarship through publishing in REF eligible journals and books and expand the University’s Port Towns and Urban Cultures strategic research project. 9. Augment the University’s relationship with the NMRN, working towards in both UK Research Council bids and pathways to impact projects. 10. Undertake such other duties as may be reasonably required by the Head of School. |

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| **University Working Relationships (key individuals the job holder would be working with):** |
| History Subject Leader/Leader of the Port Towns and Urban Cultures research group  Course Team  Head of School  School Support Staff  Associate Dean (Students)  Associate Dean (Academic)  Associate Dean (Research) |

1. **PERSON SPECIFICATION**

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| **No** | **Attributes** | **Rating** | **Source** |
| **1.** | **Specific Knowledge & Experience** |  |  |
|  | Broad knowledge of Royal Navy history, 1660-1900 | E | AF, S, P |
|  | Specialist knowledge of any aspect of the RN between 1660 and 1900 | E | AF, S, P |
|  | Knowledge of the social and cultural history of the RN and its personnel | D | AF, S, P |
|  | Some understanding of the use of e-Learning or a willingness to undertake training in this area | E | AF, S, P |
|  | Knowledge of assessment procedures. | E | AF, S, P |
|  | Experience of teaching in Higher Education (full or part-time) | E | AF, S, P |
|  | Publish in REF eligible journals and books | E | AF |
|  | Awareness of issues involved with development and delivery of distance-learning courses | D | AF, S, P |
|  | Experience of working with museum collections and artefacts; digitisation and/or video production | D | AF, S, P |
| **2.** | **Skills & Abilities** |  |  |
|  | Well-developed communication skills and ability to interact with a range of stakeholders. | E | AF, S, P |
|  | Excellent presentation skills. | E | AF, S, P |
|  | Ability to work effectively as part of a team. | E | AF, S, P |
|  | Liaison and organisational skills. | E | AF, S, P |
| **3.** | **Education &/or Training** |  |  |
|  | Relevant First degree | E | AF |
|  | PhD or PhD close to completion | E | AF |
|  | Completed Cert Ed (HE) | D | AF |
| **4.** | **Other Requirements** |  |  |
|  | Commitment to innovations in teaching and learning. | E | AF, S, P |
|  | Commitment to research in an appropriate field. | E | AF, S, P |
|  | Willingness to undertake administration appropriate to the position’s scale. | E | AF, S, P |
|  | Commitment to tutorial support. | E | AF, S, P |
|  | Collaborating with non-HE institutions and members of the public on pathways to impact | D | AF, S, P |
|  | Willingness to deliver short courses flexibly, including at weekends and in non-term time phases by agreement | E | AF, S, P |
|  | Have experience of successfully developing funding proposals leading to funding awards | D | AF, S, P |
|  | Experience of using Museum collections in historical research | D | AF, S, P |

**Legend**

Rating of attribute: E = essential; D = desirable

Source of evidence: AF = Application Form; S = Selection Programme; T = Test; P = Presentation

**JOB HAZARD IDENTIFICATION FORM**

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| **Please tick box(s) if any of the below are likely to be encountered in this role. This is in order to identify potential job related hazards and minimise associated health effects as far as possible. Please use the** [**Job Hazard Information**](http://www.port.ac.uk/departments/services/humanresources/recruitmentandselection/informationforrecruiters/essentialinformationandformsforrecruiters/) **document in order to do this.** | | | |
| 1. International travel/Fieldwork |  | 13. Substances to which COSHH regulations apply (including microorganisms, animal allergens, wood dust, chemicals, skin sensitizers and irritants) |  |
| 1. Manual Handling (of loads/people) |  | 14. Working at height |  |
| 1. Human tissue/body fluids (e.g. Healthcare workers, First Aiders, Nursery workers, Laboratory workers) |  | 15. Working with sewage, drains, river or canal water |  |
| 1. Genetically modified Organisms |  | 16. Confined spaces |  |
| 1. Noise > 80 DbA |  | 17. Vibrating tools |  |
| 1. Night Working   (between 2200 hrs and 0600 hrs) |  | 18. Diving |  |
| 1. Display screen equipment (including lone working) | X | 19. Compressed gases |  |
| 1. Repetitive tasks (e.g. pipette use, book sensitization etc) |  | 20. Small print/colour coding |  |
| 1. Ionising radiation/ non-ionising radiation/lasers/UV radiation | | 21. Contaminated soil/bioaerosols |  |
| 10. Asbestos and lead | | 22. Nanomaterials | |
| 11. Driving on University business (mini-bus, van, bus, forklift truck etc.) | | 23. Stress | |
| 12. Food handling | | 24. Other (please specify) | |

**Completed by Line Manager/Supervisor:**

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| **Name (block capitals)** | Mr. Fergus Carr |
| **Date** | March 2015 |
| **Extension number** | X2173 |

Managers should use this form and the information contained in it during induction of new staff to identify any training needs or requirement for referral to Occupational Health (OH).

Should any of this associated information be unavailable please contact OH (Tel: 023 9284 3187) so that appropriate advice can be given.