

THE UNIVERSITY OF MANCHESTER

PARTICULARS OF APPOINTMENT

FACULTY OF HUMANITIES

SCHOOL OF ENVIRONMENT, EDUCATION & DEVELOPMENT

GLOBAL DEVELOPMENT INSTITUTE

SENIOR TUTOR (HUMAN RESOURCE MANAGEMENT)

VACANCY REF: HUM-14467

Salary:	£32,236 - £39,609 per annum (according to experience)
Hours:	Full Time
Duration:	Fixed Term For One Year From Start Date
Location:	Oxford Rd, Manchester

Enquiries about the vacancy, shortlisting and interviews:

Manager: Paul Barry

Email: paul.barry@manchester.ac.uk (include in your email subject line 'GDI Senior Tutor (Human Resource Management)')

JOB DESCRIPTION

This post is designed to provide support for teaching, supervision and pastoral care of students undertaking programmes within the Management and Governance in Development Teaching Cluster in the Global Development Institute, School of Environment, Education and Development (SEED), University of Manchester.

You will be expected to contribute to and enhance the Institute's research-led teaching programmes in Human Resource Management.

Overall, you will be expected to:

- Contribute to the delivery of the curriculum for identified modules, through seminar and tutorial delivery and some lecture delivery
- Conduct formative and summative assessment of students' performance and provide appropriate feedback to students in a timely manner
- Supervise dissertations for Master's degree level students
- Support the learning environment for students through supervision of the work of students and providing advice on study skills
- Prepare teaching materials for current curriculum delivery
- Take part in and help arrange UK and overseas fieldwork

- Act as a personal tutor/academic adviser to Master's level students following clear University guidelines for the role
- Act in a collegial and flexible manner
- Undertake any other duties commensurate with the grade, as may reasonably be required

PERSON SPECIFICATION

Essential

- Hold a PhD in a relevant cognate area for the teaching of Human Resource Management or management within an International Development context
- Have demonstrable experience of teaching and assessing, preferably within a postgraduate context
- Proven ability to effectively communicate across a range of mediums
- The ability to work collaboratively with colleagues

Desirable

- Have experience in the use of Blackboard VLE
- Experience of teaching or working with students from developing countries
- Experience of overseas fieldwork
- The ability to work as part of multidisciplinary academic teams

Global Development Institute

The Global Development Institute (GDI) is the UK's largest university-based postgraduate centre specialising in international development. A truly multinational environment to study in, every year hundreds of students choose GDI for their postgraduate specialisation, coming from Africa, Asia, Europe and the Americas. GDI focuses on a research-informed approach to teaching and learning which draws upon GDI's internationally recognised research activities.

GDI currently offers 19 postgraduate taught programmes to over 400 students across a range of multi-disciplinary subject areas, many of which include field visits in the UK and overseas.

Further Information

For more information on the programmes GDI offers:

<http://www.gdi.manchester.ac.uk/study/taught-masters/courses/>

Short-listed candidates will be invited to Manchester for interview approximately one week after the closing date.