Associate Lecturer Person Specification

Person specification

As an Associate Lecturer you will have:

- a degree or equivalent, or a professional or vocational qualification in the subject area you wish to teach
- an appreciation of how adults learn and an appreciation of study skills
- the ability and willingness to promote the learning of adults through correspondence tuition, telephone and face-to-face tuition and, where appropriate, online tuition
- the ability to use information and communication technology in teaching and supporting students and communicating with other areas of the OU
- the ability to work with students from diverse educational, cultural and work backgrounds
- the ability to work with students with disabilities
- a commitment to student-centred learning
- an understanding of and commitment to equal opportunities policies and practices
- an organised and systematic approach to work
- the potential to work successfully in a team and the potential to work independently
- good written and oral communication skills
- a commitment to personal staff development
- availability and accessibility to students ability to travel to designated tutorial centres.

All teaching is in English and your proficiency in the English language should be adequate to meet the requirements of the role.

Additional information

As students on Open University modules will have the choice to submit their TMAs electronically via the University's online TMA/EMA service, you will be required to mark and provide feedback on TMAs submitted electronically and to return the marked work as an electronic file, in the prescribed form, to the online TMA/EMA service. You may also need to mark paper TMAs.

The exact nature of e-learning facilities and University systems for monitoring student progress and handling TMAs will evolve in future, and you will need to be prepared to adapt accordingly. Please note that, in accordance with usual University policy, tutors will be expected to use their own equipment for all aspects of e-learning.