

Visiting Professional - Role Profile

Job Title:	Visiting Professional
Salary Scale:	Fixed Point 25 on LIPA Scale
Responsible to:	Head of Discipline
Responsible for:	No subordinate staff

Job Purpose.

To contribute, as required by the Head of Discipline, to the range of services provided by the department.

Major Tasks.

Teaching and Learning Support

- Carry out teaching within a clear and established programme, with assistance and support;
- Develop own teaching materials, with assistance and support;
- Set and mark assignments;
- Contribute to the development of examination questions;
- Assess student progress and provide feedback.

Research and Scholarship

- Reflect on practice and the development of own teaching and learning skills through the medium of LIPA's Performance and Professional Development Review Scheme.

Communication

- Deal with routine communication using a standard media;
- Communicate information and ideas to students;
- Write hand-outs and other basic learning support materials.

Liaison and Networking

- Liaise with colleagues and students;
- Join appropriate internal networks.

Managing People

- ❑ Manage, with guidance, own teaching activities.

Teamwork

- ❑ Actively participate as a member of a teaching team;
- ❑ Attend and contribute to relevant meetings.

Pastoral Care

- ❑ Show consideration to others.

Initiative, Problem-solving and Decision-making

- ❑ Deal with problems, which may affect the delivery of own teaching;
- ❑ Contribute to decisions affecting the work of the team.

Planning and Managing Resources

- ❑ Plan own day-to-day activity within the framework of the agreed programme;
- ❑ Co-ordinate own work with that of others to avoid conflict or duplication of effort;
- ❑ Contribute to the planning of teaching programmes.

Sensory, Physical and Emotional Demands

- ❑ Sensory and physical demands may vary from relatively light to a high level depending on the discipline and the type of work carried out.

Work Environment

- ❑ Is required to be aware of the risks in the work environment.

Expertise

- ❑ Possess sufficient breadth or depth of specialist knowledge in the discipline and be developing further skills in and knowledge of teaching methods and techniques.