

**Role Profile – Assistant/Associate Professor**

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| **Job Title:** | Assistant/Associate Professor |
| **Reporting to:** | Provost |
| **Main Purpose of Role:** | Strategic leadership in delivery, development and design of learning, teaching and research in key areas identified together with appropriate educational management and academic support work and contribute to the specialist and professional services of the college and enhance the quality of the GCNYC student learning experience. |
| **Accountabilities/Responsibilities of the role:** | |
| The Assistant/Associate Professor will be required to:  **Learning and Teaching**   * Teach on relevant courses per trimester as required by the GCNYC and directed by the designated manager using appropriate teaching, learning support and assessment methods which create interest, understanding and enthusiasm amongst students, taking the lead in specialist fields. * Serve as lead faculty for the core curriculum and demonstrate leadership through supporting colleagues, experienced and less experienced, to develop their own learning and teaching approaches e.g. coaching, mentoring, co-ordinating, managing, supervising. * Successfully integrate leadership activities within approaches to academic practice incorporating scholarship, CPD and research – subject and/or pedagogic * Demonstrate successful academic leadership by serving on the Curriculum Committee and Academic Board and other committees, working groups, project teams as appropriate * Responsible for the supervision of masters theses * Provide proactive contribution to pedagogical work/development * Lead on projects to drive innovation in the teaching practices of a significant group of colleagues * Continually innovate, transform and apply knowledge acquired from research evidence, scholarly activity and evaluation to inform learning, teaching, assessment and appropriate external activities. * Refresh and maintain currency of knowledge and understanding at the forefront of the academic discipline to inform teaching materials, methods and delivery * Maintain oversight of quality enhancement and assurance procedures. * Encourage the development of good practice and monitor educational and engagement progress among students and colleagues. * Serve as student advisor.   **Research**   * Engage in pedagogical, professional and specialist research which align to the themes and groups of specific subject area. * Lead or contribute to successful bids for external research funding * Publish research at internationally recognised standards of excellence * Take responsibility for the supervision of Master/ Post Graduate students * Present at institutional, national and/or international conferences and appropriate events.   **Organisational Citizenship**   * Commitment to GCNYC strategy and values * Commitment to gaining and maintaining professional recognition of teaching * Contribute to the academic community within GCNYC and across GCU by actively engaging in and chairing appropriate committees, working groups and other activities. * Responsible for co-operating and complying with GCNYC local policies, procedures and processes. * Commitment to comply with policies, procedures and guidance relating to academic quality and governance, and research integrity * Commitment to undertake appropriate CPD activity in relation to subject discipline and in learning and teaching demonstrating appropriate scholarship, evidence based practice and/or action research * Any other tasks appropriate to the post and in line with School/Department/University requirements. | |
| **Inclusion and Diversity** | |
| GCNYC is an Equal Opportunity Employer. The College is committed to providing an inclusive and respectful environment for all members of its community. GCNYC seeks to empower each individual and support the diverse cultures, perspectives, skills, and experiences within its workforce. All staff faculty, and students are required to participate in annual unconscious bias and sexual harassment training.  GCNYC is committed to basing judgments concerning the admission, education and employment of individuals upon their qualifications and abilities, and affirmatively seeks to attract to its faculty, staff, and student body qualified persons of diverse backgrounds. In accordance with this policy and as defined by federal and state law, GCNYC strictly prohibits and does not tolerate discrimination against employees, applicants, or any other covered persons because of race, color,  religion, creed, sexual orientation, national origin or ancestry, ethnicity, sex, pregnancy, childbirth, or a medical condition related to pregnancy or childbirth, gender (including gender nonconformity and status as a transgender or transsexual individual), age, physical or mental disability, citizenship, past, current, or prospective service in the uniformed services, genetic information, or any other characteristic protected under applicable federal, state, or local law. GCNYC’s full Equal Employment and Opportunity Policy can be found in the GCNYC Faculty Handbook, and  its Dignity at Work and Study Policy can be found on our website gcnyc.com  GCNYC is aligned with GCU’s mission is to be a University for the Common Good. Its core values of integrity, creativity, responsibility, and confidence are integral to everything it does and how it delivers its mission. | |

**Person Specification**

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| **Expected Criteria**  **Input expected criteria under the following headings and denote whether it is E- Essential or D – Desirable** | **Assessment Method**  **Please identify which method of assessment will be most appropriate measure of criteria for the role.** |
| **Education & Professional Qualifications** |  |
| * Ph.D. from a regionally accredited institution or equivalent in a field related to sustainability, social entrepreneurship, and corporate social responsibility. (E) * Have professional experience in business, government, or an NGO related to sustainability, social entrepreneurship, and corporate social responsibility. (D) | Application; transcripts; curriculum vitae |
| **Skills, Knowledge & Experience** | **Assessment Method** |
| * At least three years of full-time face-to-face teaching experience in higher education including involvement in committees and academic processes (E) * Able to teach one or more courses in GCNYC Core Curriculum (E) * Experience teaching adult professionals (E) * Experience in advising students (E) * Experience in mentoring Master’s theses (D) * Experience in curriculum management and development (D) * Knowledgeable in student-centered teaching and learning methodologies and approaches (E) * A record of research and publication in in quality academic journals related to sustainability, social entrepreneurship, and corporate social responsibility (E) * Skilled in relevant research methods (E) * Proficient in the use of standard office software including MS Word, PowerPoint, Excel, and Sharepoint (E) * Excellent communication skills with the ability to listen and engage, and to present complex information in an accessible way to a range of audiences (E) * Strong organizational and interpersonal skills (E) | Application form, interview, curriculum vitae; references |
| **GCNYC Values & Behaviours** | **Assessment Method** |
| * Demonstrates behaviours which are consistent with the **GCNYC Values** **(Integrity, Responsibility, Creativity & Confidence)** | Application form and interview |