

### Job Description – Lecturer in Psychology

<b>Job Title:</b>	Lecturer in Psychology	<b>Contract Type:</b>	Fixed Term - Full Time
<b>Function:</b>	Academic Function	<b>Hours of Work:</b>	9.00 – 5.00, 5 days per week
<b>Reporting To:</b>	Programme Director, Arts and Humanities	<b>Salary:</b>	Commensurate experience with

#### Carlow College, St. Patrick's

Carlow College, St. Patrick's is a small third level College specialising in degree level education in the Arts, Humanities and Social Care areas. The College has a rich tradition of education since its establishment in 1782. Its historic campus close to the centre of town offers an ideal learning environment. The College has a strong reputation for the quality of its education, based on small class sizes, an engaging and research active faculty, with strong academic and pastoral supports for students. Currently it delivers undergraduate degree programmes to level 8 in Arts and Humanities, English and History, Applied Social Studies in Professional Social Care, Psychology, and Social Political and Community Studies. A number of postgraduate programmes are offered, including a professionalising M.A. (Leadership in Therapeutic Child & Social Care) and a MA/PGDip in Irish Regional History. There are also several postgraduate diploma and certificate programmes. Additionally, the College has an international programme attracting students from a number of Colleges in the United States.

#### Our commitment to Equality, Diversity and Inclusion

Carlow College, St Patrick's is committed to providing an inclusive working and learning environment, valuing diversity and fostering a culture where the rights and dignity of all its staff and learners are respected. Carlow College is dedicated to ensuring that all of its activities are governed by principles of equality of access, opportunity and participation. We recognise and celebrate the diversity of our college community, its learners and staff and we seek to actively promote a spirit of inclusiveness and mutual respect. The College is also committed to identifying barriers to equality, diversity and inclusion and providing supports to staff and learners to achieve their full potential.

#### In the promotion of equality, diversity and inclusion, Carlow College seeks to:

- Ensure that no prospective or actual learner or member of staff will be treated less favourably than any other in a similar situation during their study or employment at Carlow College on one or more of the following grounds: age; disability; race; religion; civil status; family status; gender; sexual orientation; membership of the Traveller community.
- Provide education of excellent quality to all its learners, whatever their identity, background or life experience.
- Identify and reduce barriers, which might deter prospective learners and staff members from applying to the College and to promote access for under-represented communities.
- Provide reasonable accommodation to learners, staff and service users with disabilities.
- Ensure that the Carlow College, St. Patrick's *Equality Policy* applies to all aspects of the learner and staff experience and welfare.
- Ensure that bullying, harassment or discrimination are not tolerated in any circumstance.

#### Our values and commitment to flexible working

##### Mission Statement

In the shared enterprise of education, through teaching, learning, practice placement and research activity, Carlow College, St. Patrick's prizes excellence in all it does and endeavours to respond creatively to the changing needs of its learners, of potential employers and of society.

##### Vision

Carlow College, St. Patrick's will educate, engage and inspire its learners through the provision of transformational learning and teaching experiences; it will enable a diverse learner and graduate population to achieve their academic and career potential and enable them to contribute to the ethical development of society at local, national and global levels.

#### Our core values are:

**Truth and Integrity** – We aim to create a research-led teaching and learning environment that is interdisciplinary in nature that inspires openness to new ideas and critical thinking and that is ethical in practice.

**Respect and Justice** – We recognise the diversity of our college community and seek to promote actively a spirit of inclusiveness, mutual respect and equality of opportunity and access.

**Collaboration and Social Awareness** – By creating opportunities to work together, both internally and externally, we believe that collaboration and partnership can best contribute to the ethical development of local, national and global communities and society.

**Friendliness and Service** – We are committed to maintaining a hospitable, learner-centred environment that recognises each learner's individual learning journey, and that promotes, values and supports their personal, social and cultural development.

**Creativity and Innovation** – We believe that learning is about being open to new ideas and possibilities both in what we learn and how we learn. We are committed to being an educational space which promotes creativity and innovation as a way of responding to the contemporary world.

For information on our Governance and Organisation chart, please visit: [College Governance](#)

For information about Carlow College, St. Patricks, please visit: [About Carlow College](#)

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## Role Information

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### Role Overview

Psychology is a mandatory subject on the Applied Social Studies in Social Care Programme and is a core subject on the Arts and Humanities Programme. There is also a new degree programme in pure psychology. The appointee will be expected to teach primarily on the Arts and Humanities programme in lecture and tutorial formats, and may also teach on the Applied Social Studies (Professional Social Care) programme which is approved by CORU. Teaching on the Applied Social Studies programme role requires familiarity with the Standards of Proficiency for Social Care Work (CORU, 2019). The appointee may also teach some modules on the new psychology degree. The successful candidate may also be asked to contribute to the evening courses planned within the academic year(s).

### Reporting Line

The Lecturer in Psychology will report directly to the Programme Director, Arts and Humanities.

### Key Responsibilities

- Lecturing / tutoring at undergraduate level.
- Teach allocated modules as specified above.
- Setting assignments and terminal written examination papers.
- Correcting assignments and marking examination scripts within the required timeline.
- Providing student consultation and feedback in a timely manner.
- Moderating research papers, minor theses and supervising research theses.
- Assisting with relevant aspects of examination and academic administration at programme and module level.
- Programme and module review and development.
- Working with other members of staff in a collaborative manner.
- Promoting interdisciplinary co-operation across their specialised module / programme.
- Membership of Boards and Committees.
- Academic planning at Institutional level.
- Contributing to the promotion of the College's programmes.
- Maintaining knowledge and updating oneself of the developments within their areas of expertise and the publishing of material in same.
- Supervise and assess undergraduate dissertations.
- Programme and module design, coordination, development and monitoring.

- Work collaboratively with regulatory departments and functions such as Human Resources, Data Protection, IT and Quality Assurance in applying all policies, procedures, processes and guidelines.

This job description is not intended to contain a comprehensive list of activities, duties, or responsibilities. Additional duties may be assigned based on business operational needs.

### Qualifications

- Hold a Ph.D. in Psychology and/or advanced professional qualification in Applied psychology or counselling
- Membership of the PSI
- A postgraduate qualification in teaching at higher education is desirable.
- Have an active research profile with relevant publications in the area of expertise.

### Experience:

- Previous experience of teaching or tutoring in a higher education setting.
- Demonstrable experience with Higher Level Education systems such as Moodle, Turitin, SMRS or relevant systems
- Knowledge and expertise in the application of Psychology to Professional Social Care and Community Work settings
- Supervision of undergraduate dissertation.
- Proven knowledge of an array of learning support strategies.
- Strong knowledge of the assessment requirements of academic programmes in a higher education context.
- Proven experience of the administrative requirements of teaching at third level.

### Skills & Competencies

The candidate should have proficient knowledge in the following areas:

- the role of Psychology within an Arts and Humanities programme.
- Exhibit awareness of current developments in their subject speciality and enhance the College's capacity in area re same.
- the role of Psychology within a professional Social Care programme.
- Exhibit a teaching experience in their specific subject areas.
- Exhibit a research interest in their speciality subject areas.
- Have a record of research and publications.
- Exhibit an interest and competence in the pedagogical issues relating to the teaching of relevant subject to students and throughout the learning life-cycle.
- Be committed to a thoroughly interdisciplinary approach to the study of relevant subject.
- Exhibit competence in ICT skills of relevance to teaching, learning, research and related administration at third level.
- Promote excellence in the study in their areas of expertise.
- Excellent interpersonal and communication (written and verbal, presentation) skills.
- Work accurately and thoroughly, and exhibit the ability to monitor work for quality.
- Have demonstrable high level teamwork, interpersonal, organisational and administrative skills.

### Application Requirements

Candidates should submit their C.V and covering letter specifically outlining how their qualifications and experience fits the requirements of the role to [hr@carlowcollege.ie](mailto:hr@carlowcollege.ie). Applicants are also requested to answer the below questions with their application. **Closing date for applications is 5.00 p.m., Thursday 23 March 2023.**

**\*Please note that all applicants should consider the following questions when submitting their application:**

- Do you hold a Ph.D. in Psychology and/or advanced professional qualification in Applied psychology or counselling?
- Do you have previous experience of teaching or tutoring in a higher level setting?
- Do you have previous experience of teaching or tutoring in Psychology in the Arts and Humanities setting?
- Do you have previous experience of teaching or tutoring in Psychology in the Professional Social Care setting?
- Do you have a teaching qualification?
- Does your current and / or previous work experience meet the requirements of the role? If so, please explain in your cover letter.
- When are you available to start work?

- What are your salary expectations

\*Please note that as part of Carlow College, St. Patrick's recruitment policy, all offers of employment are subject to two satisfactory employment reference checks and evidence of qualifications. This role requires that any offers are made subject to the successful applicant undergoing Garda vetting. This role will also require the successful candidate to submit copies of their qualifications.

This role is subject to the Probationary period outlined in the Colleges [Probation Policy](#).

Personal data will be processed in accordance with our [Privacy Notice for Employees](#).

***Carlow College is an equal opportunities employer.***

***Handwritten CV's and forms will not be accepted. No late applications will be accepted.***

<b>Benefits available through the College</b>	
<ul style="list-style-type: none"> <li>• Maternity/Adoptive Leave contribution</li> <li>• Paternity Leave contribution</li> <li>• Parental and Parent's Leave</li> <li>• 40 days Annual Leave</li> <li>• College Days</li> <li>• Sick Leave contribution</li> <li>• Bereavement and Compassionate Leave</li> <li>• Study and Exam Leave</li> <li>• Conferring Leave</li> </ul>	<ul style="list-style-type: none"> <li>• Time Off in Lieu (TOIL)</li> <li>• Professional Membership Fees</li> <li>• Educational Assistance</li> <li>• PRSA Scheme</li> <li>• Taxsaver</li> <li>• Bike to Work Scheme</li> <li>• Microsoft Home User Package (MHUP)</li> <li>• Employee Assistance Programme</li> <li>• Flexi-Time (PSS)</li> <li>• Hybrid Working (subject to role)</li> </ul>

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