



## **Teaching Fellow in International Political Economy/International Relations**

University College London (UCL) is a multi-faculty college of the University of London with a population of over 17,000 students, from more than 130 different countries. Degree programmes are provided in Arts and Humanities, Social and Historical Sciences, Architecture, Building, Environmental Design and Planning, Laws, Life Sciences and Clinical Sciences (including Medicine), Mathematical and Physical Sciences, and Engineering Sciences.

UCL is among the world's top universities, as reflected in performance in a range of rankings and tables, and its Department of Political Science is recognised as a centre for excellence in the field, ranked 6<sup>th</sup> in the UK in the 2008 RAE. The Department of Political Science and School of Public Policy is the centre of teaching and research in all fields of politics, including international relations, political theory, human rights, public policy-making and administration.

The School runs the following postgraduate programmes:

MSc in Public Policy  
MSc in European Public Policy  
MSc in International Public Policy  
MSc in Global Governance and Ethics  
MSc in Democracy and Comparative Politics  
MA in Human Rights  
MA in Legal and Political Theory  
MSc in Security Studies  
MPhil and Doctoral Studies

The School collaborates in teaching with other departments in UCL, including Economics, Geography, Laws, Philosophy, the Centre for European Studies and the School for Slavonic and Eastern European Studies. It also houses the offices of the University Association for Contemporary European Studies (UACES).

The School has approx. 380 postgraduate students registered on its programmes for the 2012/13 academic session.

### **The Post**

UCL requires a Teaching Fellow in International Political Economy/International Relations to provide teaching and administration on a number of core and optional modules and to carry out the role of Programme Director for the Masters in International Public Policy.

The post holder will provide teaching on the postgraduate course 'International Organisations' offered in term one of the 2013/14 session. The course will be co-taught with Dr Rod Abouharb and is a core course for postgraduate students on the Masters in International Public Policy. The post holder will also be responsible for the delivery of postgraduate teaching on the 'International Political Economy' course teaching with Dr Michael Plouffe and for the delivery of the postgraduate course 'International Trade Policy'.

Responsibilities for the position include first and second marking of essays and exams, course administration, supervision of Masters dissertations and the second marking of dissertations in

September 2013. It is also expected that the post holder would be available in September 2014 to first mark supervised Masters dissertations (for an additional one off payment).

Further information on the School's postgraduate teaching, including a brief outline of each course, is available here: <http://www.ucl.ac.uk/spp/teaching>.

This is a fixed term appointment covering a sabbatical from 1<sup>st</sup> September 2013 to 31<sup>st</sup> August 2014.

## **Responsibilities**

Specific duties are as follows:

- Programme Director for the MSc in International Public Policy during the 2013/2014 academic session including student recruitment activities;
- Co-teaching of lectures and seminars for the core course "International Organisations" in term one of the 2013/14 session (October to December 2013);
- Co-teaching of lectures and seminars for the postgraduate course "International Political Economy" in term two (January to March 2014);
- Lectures and seminars on the 'International Trade Policy' course in term two (January to March 2014);
- Contributions to seminar delivery on a postgraduate course in a related area;
- Development of course outlines and reading lists, particularly for the new course 'International Trade Policy';
- Regular student 'office hours';
- Supervision of Masters and Affiliate student dissertations;
- First/second marking on related postgraduate course(s);
- Marking of dissertations in September 2013 and in September 2014 (for a one-off payment);
- Normal duties of teaching administration including maintaining class registers and attendance records for courses taught; personal tutoring, maintaining Moodle pages and reading lists for courses taught; reporting problems to the Departmental Tutor/Head of Department;
- Maintaining quality assurance documentation for the courses taught; management of plagiarism issues; attending departmental meetings as designated.

***The above is not an exhaustive list of responsibilities but covers the main components of the role. The post holder may be asked to carry out other specific tasks and duties as required by the Programme Director or the Head of Department.***

## Person specification

### Essential

- A PhD in politics or international relations or an appropriate discipline (PhD candidates would be considered if they were close to completion);
- Previous experience of teaching in a related field;
- A keen enthusiasm for and knowledge of the subject area;
- Flexibility and ability to work well both independently and as part of a team;
- Excellent organisational and interpersonal skills

### Desirable

- Experience of teaching International Political Economy and/or International Organisations at postgraduate level;
- Experience of teaching administration at university level;
- Experience of quality assurance procedures associated with university teaching;
- Evidence of high quality academic research in a relevant field

### Salary

This fixed term appointment is available from 1<sup>st</sup> September 2013 to 31<sup>st</sup> August 2014. The salary will be on the UCL Teaching Fellow salary scale at grade 7, point 33-36 (£36,064 - £39,132 per annum including London Allowance).

It is also expected that the post holder would be available in September 2014 to first mark Masters dissertations supervised during the period of the contract (for an additional one-off payment).

## Application process

Applications for this position must be submitted online at <http://www.ucl.ac.uk/hr/vacancies/adverts/job-list.html>. Your application should include:

- a UCL application form;
- a cover letter which should outline your reasons for applying and explain why you think you are a strong candidate for the position;
- details of two referees including names and contact details.

Please note that referees will only be contacted if you are short listed. Please indicate whether we can contact your referees without further permission from you

Informal enquiries may be addressed to Dr Rod Abouharb (Telephone: 0207 679 4922, email: [m.abouharb@ucl.ac.uk](mailto:m.abouharb@ucl.ac.uk)).

**CLOSING DATE FOR APPLICATIONS: 5pm, Thursday 18<sup>th</sup> July 2013**

It is anticipated that interviews will be held between the 22<sup>nd</sup> - 31<sup>st</sup> July 2013.