**JOB DESCRIPTION**

|  |  |
| --- | --- |
| Job title: | Academic Lecturer/ Researcher in Islamic Studies |
| Reports to: | International Director |
| Main job function: | To teach and provide subject leadership; demonstrate general academic leadership skills; supervise research students; contribute to the development and implementation of the organisation’s strategic and academic plans. |

Principal responsibilities:

* Teaching/lecturing and related duties, including module delivery, and course leadership.
* Contribute to curriculum design and development in accordance with the organisation’s strategic plans. This will require participation in subject reviews, validation and re-validation processes.
* Develop and maintain an external academic profile through participation in professional/commercial academic activities, enhancing the quality of the curriculum and maintaining an awareness of external markets and competitors.
* Advance knowledge of the subject by conducting research and other original work, in order to publish the results individually, or in collaboration with others.
* Provide advisory services, including pastoral support to students.
* Assist in the recruitment and selection of students.
* Undertake appropriate administrative duties as required.
* Undertake other duties when required by the Director of Studies.

September 2021