

Job Description

Job title	Hourly Paid Lecturer - Claude Littner Business School
School / department	Claude Littner Business School

Main purpose of the job
To deliver a high-quality face-to-face learning experience to Undergraduate and Postgraduate students.

Key areas of responsibility
<ul style="list-style-type: none"> • Develop, review, and update module content to ensure academic currency, relevance, and alignment with approved programme specifications • Deliver high-quality, in-person scheduled teaching and provide appropriate non-scheduled academic support to students on the relevant module(s) • Maintain and manage module materials and communications on the University's virtual learning environment (Blackboard) in accordance with institutional requirements • Mark first-sit and resit assessments in line with UWL quality assurance policies and procedures, and support assessment processing in coordination with the administrative team • Participate in assessment boards and related quality assurance activities where the relevant modules are considered.

Dimensions / background information
<p>The University of West London (UWL) is one of the UK's most ambitious, career-focused universities. Named No.1 in London for student satisfaction and ranked among the top 30 universities in the UK, we are proud of our reputation as <i>the career university</i> – where teaching, enterprise and employer engagement meets.</p> <p>At the heart of this mission is the Claude Littner Business School (CLBS). Opened in 2014 in honour of entrepreneur Claude Littner, and crowned Times Higher Business School of the Year (2019), CLBS has grown into a professionally accredited, industry-connected school with global reach. We have also been recognised as PQ Magazine's Public Sector Accountancy College of the Year (2021) and, through our pioneering Fresh Minds for Business programme – a real-world consultancy where students solve live business challenges – we won the Levelling Up Award (2021).</p> <p>CLBS offers a full portfolio of undergraduate, postgraduate and research degrees, alongside professional apprenticeships and executive education. Our programmes are aligned to leading professional bodies (ACCA, CIPD, CIM), our employment outcomes are</p>

consistently strong, and our students benefit from the unique entrepreneurial ecosystem anchored by UWL's Westmont Enterprise Hub.

Person Specification

	Criteria	Essential or Desirable
Qualifications and/or membership of prof. bodies	Undergraduate degree in relevant subject area	Essential
	Post graduate degree in relevant subject area	Essential
	Member of an appropriate professional body	Desirable
Knowledge and experience	Experience of teaching relevant subjects at undergraduate level in higher education	Essential
	Evidence of teaching experience in the UK	Essential
	Hold current academic/industry subject expertise in their subject and understanding of current learning and teaching practice	Essential
	Have a passion for supporting and developing students for career success	Essential
	Have a high-level of proficiency in IT and online systems	Essential
	Have strong communication skills	Essential
	Have flexibility to work evenings and weekends	Essential