



**Anna Freud**

## Job Profile

<b>Job title</b>	Module Lead- Multiple Perspectives in Child Development I, II and III
<b>Reporting to</b>	Programme Director and Deputy Programme Director - MRes Developmental Neuroscience and Psychopathology
<b>Employer</b>	Anna Freud
<b>Salary</b>	£44,720 FTE per annum, plus 6% contributory pension scheme
<b>Location</b>	Hybrid (a mixture of home/onsite working), the delivery of teaching will be held face to face at our London site (4-8 Rodney Street, London N1 9JH).
<b>Working hours</b>	Part-time, 8 hours per week across the year with 2.5 hours face-to-face teaching in each term (days TBC).
<b>Holidays</b>	27 days plus Bank Holidays FTE
<b>Term of contract</b>	Permanent

### About Anna Freud

We are a world-leading mental health charity for children, young people and their families. Our purpose is to take everything that we have learned over the last 70 years, and to transform the mental health of current and future generations of children and young people, to close the gap between mental illness and mental wellness - and to create a more compassionate society for everyone. Our vision is a world where all children and young people are supported effectively to enable them to develop their emotional and mental health, build on their strengths and achieve their goals in life. Our mission is to close the gap in wellbeing and mental health by advancing, translating, delivering, and sharing the best science and practice with everyone who impacts the lives of children, young people and their families.

## Purpose and overview of the role

The Master of Research (MRes) in Developmental Neuroscience and Psychopathology (DNP) is a two-year Masters programme, which is a collaboration between Anna Freud, University College London and The Child Study Centre at Yale University in the USA. The MRes brings together thinking from multiple perspectives, with a particular focus in the role of neuroscience in understanding child psychopathology. Students spend their first year in London (based at Anna Freud) and their second year at Yale, where they undertake a substantial research project. The student cohort is small (generally 14 students per year) and carefully selected. All UCL courses at Anna Freud sit within the Postgraduate Studies (PGS) Programme. This post provides a forum for the successful candidate to develop skills and experience in teaching and delivery of an innovative and well-established MRes programme. Working within a dynamic and friendly team, including the Programme Officer, Programme Director and Deputy Directors as well as the wider group of teaching staff, the post-holder will be required to undertake two main tasks: i. delivery of one module in each term (Terms 1, 2 and 3); ii. support with marking of coursework and theses.

## Main responsibilities of the role

### Module lead

- Deliver the module Multiple Perspectives in Child Development over the course of the academic year, i.e. once per term (MP I, MP II and MP III). A Module Lead is expected to deliver a portion of the lectures him or herself (typically four lectures minimum per module), approach and schedule appropriate guest speakers for the remaining weeks, to co-ordinate and line-manage the seminar leaders and generally oversee the efficient delivery of all the teaching element of the module.

### Delivery

- *For lectures presented by the Module Leader:*
  - Provide a title and brief description of the lecture content (for use in the Student Handbook, Moodle pages and websites etc.);
  - Compile a reading list of essential /required readings and additional reading and submit these to the Librarian and the Course Administrator (to enable Reading Packs to be produced), to be updated annually by ahead of each teaching term;
  - Produce Powerpoint presentations or other delivery methods as appropriate;
  - Forward material to be given as student handouts in sufficient time to Programme Officer for copying;
  - Ensure all teaching materials, student exercises etc. are forwarded to Course Administrator for filing.

- *For lectures delivered by guest speakers:*
  - Make initial contact with guest speakers and agreeing a date for the teaching and the content of the lecture. Providing the speaker with details of what is required (duration, content etc.);
  - Obtain copies of the external speakers overheads / teaching plan, prior to the lecture, whenever possible;
  - Greet and introduce the speaker and attending the lecture. It is important to be familiar with the material covered as this will inform the assessment to be set (see below) and may change from year to year;
  - Providing the speaker with an invoice copy form to complete (these are available from the Programme Officer).
- Alternative module structures sometimes arise depending on the nature of the teaching requirements. The structures of this will be developed in co-ordination with the Programme Director.

### Assessment

- Devise the module assessment relevant to module - in conjunction with the Programme Director. This should be devised in line with UCL MRes guidelines;
- Proposed assessments should be emailed to the Programme Director and the Programme Officer at least six weeks prior to the date agreed in the Student Handbook for the work to be distributed to the students. Time is required for the External Examiner to provide feedback and for this to be used to inform any amendments;
- Devise or update marking criteria if appropriate;
- Act as the 1<sup>st</sup> marker on the module assessment and co-ordinate with the 2<sup>nd</sup> Marker following the assessment protocol;
- Act as a 2<sup>nd</sup> marker for other assessments as required;
- Mark sheets from two markers to be returned to the Programme Officer at the agreed date;
- Mark sheets should be completed fully, including comments and feedback to students. All mark sheets should be completed electronically and returned by email;
- Invigilate any exams pertaining to the module;
- Attend the Exam Board each year (the date for this is usually agreed one year in advance). This is a mandatory requirement of the job.

### Student Feedback

- Ensure the content of Student feedback forms about the module is correct and that these are distributed to students in good time;
- Review student feedback, meet with the Programme Director (and other Module staff if necessary) to discuss student feedback and compile a response to students.

### Marking, liaison and professional development

- Contribute to the assessment of coursework submitted throughout the year and student research dissertations that are submitted in June;
- Maintain regular contact with the Programme Director(s) to ensure successful delivery of programme;
- Maintain own continuing professional development.

### All employee responsibilities:

- Maintain an awareness of and actively follow and promote Anna Freud's policies, including Equal Opportunities, Health and Safety, Safeguarding and Information Governance;
- Complete all Anna Freud mandatory training, including but not limited to Safeguarding, Health and Safety, Equality and Diversity and Information Governance, within the required timescales;
- The welfare of the children, young people and vulnerable adults who come into contact with our services either directly or indirectly is paramount and all staff have a responsibility to ensure that best practice is followed, including compliance with statutory requirements.

### **To be noted**

This is not an exhaustive list of tasks; the employee will be asked to undertake other ad hoc tasks relevant with the scope and purpose of this role such as marking on other programme modules. This job description reflects the present requirements of the role, and as duties and responsibilities change/develop, the job description will be reviewed and be subject to amendment in consultation with the post-holder.

# Person Specification

Before starting your application, please read the below in full to understand the requirements of this role. The key criteria which will help us to assess candidates are listed below. There is guidance to highlight at which stage the criteria will be assessed. **Please ensure all criteria listed to be assessed at application stage are evidenced in your supporting statement.**

Criteria	Assessment Method (Application/Interview/Task)
<b>Qualification/training, experience and/or knowledge</b>	
PhD in Psychology or related field.	Application
Excellent knowledge of child development across a range of domains.	Application
Strong understanding of at least one main theoretical approach to developmental psychology (e.g. cognitive, psychodynamic, systemic, psychiatric) and familiarity with, and interest in, other approaches.	Application/Interview
Teaching experience at a post-graduate level (or equivalent).	Application/Interview
<b>Skills and/or abilities</b>	
Excellent oral presentation skills.	Application/Interview
Ability to develop a coherent syllabus for the module.	Application/Interview
Ability to work both independently and collaboratively within a team.	Application/Interview
Skills in teaching and seminar facilitation.	Application/Interview
<b>Other requirements</b>	
An openness to inter-disciplinary thinking and multi-modal approaches to intervention.	Application

During the interview(s), candidates will be asked at least one question regarding our values, and one question regarding equity, diversity and inclusion (EDI). We expect everyone to actively demonstrate our values and inclusive behaviours in all areas of their work. **Our values and EDI statement can be viewed [here](#).**

## Equal opportunity

We ask our people to share their diversity dimensions with us as it helps us to identify, tackle and prevent any bias appearing across the employee lifecycle at Anna Freud. Monitoring this information allows us to understand how well our efforts to improve diversity, equity and inclusion are working. Your responses will be held securely by our HR team in accordance with our privacy policy and will not

be seen by recruiting managers or the interview panel at any stage of recruitment, therefore your responses will not form part of our selection process.

### **Further support**

We want to ensure all candidates can access and apply for our vacancies equitably, if you require any additional assistance to apply or would like to find out more about the role, please contact us on [recruitment@annafreud.org](mailto:recruitment@annafreud.org). We aim to provide reasonable adjustments where operationally possible for the work that we do.

### **Post-interview**

If successful after interviewing, you will be notified verbally with a job offer and pre-employment checks will be initiated.