

Division	Psychology and Language Science
Post	Linguistics Demonstrator
Grade	UCL Demonstrator

JOB DESCRIPTION

1. Purpose of the Job

The demonstrator will be paid for a total of 180 hours per year. The position involves teaching and administrative support related to the BA, BSc and MA programmes in Linguistics. The post-holder will provide assistance with a variety of aspects of the programmes, including preparation and maintenance of on-line learning support, contribution to written and practical assessments, the organisation and management of tutorial groups, and delivery of teaching. They will have particular responsibilities in relation to the provision of formative feedback and assisting students in the development of study skills.

2. Responsibility

The demonstrator reports to the Graduate Tutor for Linguistics, and also to the Executive Officer for the Chandler House research departments, who has responsibility for the divisional demonstrator scheme. The demonstrator will work on their own initiative and use their judgement in prioritising tasks, whilst referring complex problems or issues of policy to the relevant senior staff. During the course of their position at UCL, the demonstrator should apply for Associate Fellowship of the Higher Education Academy.

3. Principal Duties

1. Preparation and marking of coursework and exams
2. Organization and maintenance of Moodle sites
3. Management and teaching of tutorial groups in core linguistics subjects

In addition candidates may be asked to contribute as follows, depending on their skills and experience:

1. Provide research methods advice for project students
2. Development of interactive learning resources and assessments
3. Other activities as specified by the Programme Director
4. Delivery of lectures in core linguistics subjects

The Demonstrator must hold office hours when they are available to students.

4. PERSON SPECIFICATION

Registered for MPhil/PhD in the Division of Psychology and Language Science

A strong academic grounding in theoretical linguistics, with specific expertise in phonology, syntax or semantics/pragmatics; or in experimental methods used to test aspects of linguistic theory.

Proven ability to work to and meet deadlines

Excellent interpersonal skills (both oral and written)

Excellent organisational ability

Ability to work effectively both independently and as a part of a team

An understanding of the importance of confidentiality and ability to deal with sensitive matters with discretion

TERMS AND CONDITIONS

The demonstrator works 180 hours per year. In return their student fees will be paid at Home/EU rate and they will receive a stipend.