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|  | **Assistant Teaching Fellow** | **Teaching Fellow** |
| **Sphere Of Influence** | Lecture/Lab/Coursework Assignment:  At this level, staff work under close supervision of other staff within their department to assist in the provision of high-quality education. Recognised by students and colleagues working with them as someone who makes a positive contribution. | Module(s):  At this level, staff are responsible for one or more modules, working closely with GTAs, colleagues on the same programme and the wider Department. Recognised by students and colleagues as someone who ensures module content is up-to-date and teaching methods are effective. |
| **Qualification** | PGCert level qualification or equivalent in Education desirable Associate Fellowship (AFHEA) or similar desirable | PGCert level qualification or equivalent in Education expected Associate Fellowship (AFHEA) or similar required |
| **Contribution to the College's Educational Mission** | Works under supervision to assist in the provision of high-quality education. | Takes responsibility for leading (or co-leading) one or more modules. |
| May take responsibility for the design and delivery of a subset of lectures or classes contributing to a module. | Responsible for the design and delivery of high-quality lectures / classes / tutorials / labs associated with their modules |
| Provides support material and support for the delivery of laboratory classes and tutorials. | Is responsible for assessment, designing and marking coursework assignments and exam questions. |
| Designs or co-designs coursework and assignments to fit in to an existing module or programme of study. | Is responsible for ensuring timely and constructive feedback on students’ work. |
| Marks coursework and assignments, under supervision. Provides timely and constructive feedback on students’ work. | Acts as a personal tutor. |
| Co-supervises student projects. | Contributes to wider departmental level activities. For example, assisting with the admissions process, outreach or public engagement that advances public understanding of the discipline. |
| Undertakes course administration activities, such as keeping  attendance records, managing digital resources | Supervises student projects. |

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|  | associated with a module, monitoring health and safety matters, etc. |  |
| **Innovation and Evaluation** | Supports the implementation of innovative approaches to delivery and assessment for module(s) involved with.  In own classroom, considers impact of teaching on student experience and outcomes. Proposes improvements to parts of module(s) involved with, taking an evidence-based approach, including consideration of own reflection, feedback from colleagues on module and student feedback. | Actively incorporates innovative teaching practice in the delivery of modules.  At module level, considers impact of teaching on student experience and outcomes. Designs and implements improvements to modules in response to lessons learned. Changes are evidence- based, taking account of feedback from students and peers. |
| **Leadership and Management** | Organises groups of Teaching Assistants to support lab and tutorial classes. | Coordinates teaching activities (e.g., assessment, by organising GTAs and moderating their marking) for a given module. |
| **Professional Practice and Scholarship** | Keeps up to date with advances in their subject to support and develop their teaching. | Will usually hold a discipline-related PhD or have equivalent professional experience. |
| Engages with the Learning and Teaching community within their department and faculty to help develop their own teaching practice. | Uses specialist discipline knowledge and knowledge of different approaches to teaching in discipline to develop and update the syllabus for their own modules. |
| Active participation in institution level education training and may often work towards a relevant qualification in University Learning and Teaching. | Engages with relevant education training, conferences, and seminars, either inside the College or externally, to improve and develop their teaching practice. |