

# The University of Dublin

## Trinity College Dublin



### Post Specification

<b>Post Title:</b>	Associate Professor in Educational Leadership and Management
<b>Post Status:</b>	Five-year contract
<b>Department/Faculty:</b>	School of Education
<b>Location:</b>	Arts Building, Trinity College, Dublin 2
<b>Salary:</b>	This appointment will be made on the Department of Education and Skills recognised Senior Lecturer Scale in line with current Government pay policy.
<b>Closing Date:</b>	12 Noon on Tuesday 28 <sup>th</sup> February 2012

### Post Summary

This five -year, full time contract post as Associate Professor (Senior Lecturer) in Educational Leadership and Management in the School of Education will involve:

- Co-ordinating the area of Educational Leadership and Management in the School;
- Teaching on the M.Ed. strand in Educational Leadership and Management;
- Research and knowledge generation in the field of Educational Leadership and Management, advancing and developing the research agenda nationally and internationally;
- Other duties as assigned by Head of School.

### Background to the Post

For over twenty years, post-graduate modules in Educational Leadership and Management have been offered as part of the Master in Education degree. Since 1992 a specialist post-graduate degree has been offered in the area. This degree programme has gained a national and international reputation for excellence. Many senior figures in Irish educational leadership and management are counted among its graduates and each year a number of well-qualified applicants from around the world are accepted onto the course. In recent years, this course has contributed in particular to the professional development of many educational administrators in developing countries.

The successful candidate will work with a small, well-established team engaged in post-graduate work in this important area and support the future development of the field as part of the School's strategic plan.

The successful candidate would be **or becoming** a scholar with potential as an international profile in the area of Leadership and Management in Education. The successful candidate will provide academic and research leadership, in pursuing research development in the area of Leadership and

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Management in Education and contribute to postgraduate education. The new Associate Professor will be expected to coordinate and develop a research programme within Leadership and Management during the period of their contract.

It is essential the successful candidate be able to demonstrate (or have the potential for):

- Research excellence, expertise and major publications;
- Excellence in postgraduate teaching;
- Expertise in research supervision and mentoring at PhD level; and
- Excellent inter-personal skills.

S/he would preferably demonstrate involvement in interdisciplinary and inter-institutional projects with the ability to attract research funding. (Demonstration of links with research groups, and the funding sources would be an advantage.)

### *Teaching on the M.Ed strand in Educational Leadership and Management*

- Teach, review and design the course syllabus as appropriate
- On-going innovation in approaches to teaching and assessment
- Assessment of student course work

### *Research and knowledge generation in the field of Educational Leadership and Management*

- Engaging in, and when appropriate initiating, national and international research projects
- Disseminating knowledge generated through research in national and international publications
- Presenting at relevant conferences nationally and internationally
- Sourcing research funding
- Supervision of post-graduate and doctoral research students

### *Co-ordinating the area of Educational Leadership and Management in the School*

- Developing and supporting the course lecturing team
- Liaising with Education Centres for the development of out-reach provision
- Timetabling course delivery on campus or in Education Centres
- Developing the use of technology and innovation particularly in teaching in out-reach centres
- Broadening engagement within the national and international community through networking with: DES, DES Support Agencies, School-Based research, management bodies and other universities
- Developing the area of Continuous Professional Development by organising the delivery of short courses in response to educational needs
- Advancing the field of Educational Leadership and Management as a centre of learning and research in the School of Education

### **Standard Duties of the Post**

The successful candidate would be expected to:

- Publish scholarly works in high impact peer reviewed journals;

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- Vigorously pursue his/her own research programme and lead a research group, whilst furthering their own international links in research and enhancing the School of Education research profile;
- Contribute fully to the research culture and teaching activities of the School of Education;
- Have responsibility for PhD students in his/her area of research specialisation, i.e. training and supervising PhD students;
- Formally report to the Head of School;
- Participate in the overall life of the College;
- Assist with the development of the School's Teaching programmes;
- Encourage and facilitate staff of the School of Education to develop their research interests;
- Carry out other responsibilities including audit, external quality assessment and administration as advised by the Head of School;
- The appointee will play a central leadership role in regard to the development of the relevant discipline and will represent the discipline at a senior level inside and outside the College;
- Present at relevant conferences nationally and internationally;
- Source research funding;
- Supervise postgraduate and doctoral research students;
- Engage in and, when appropriate initiate, national and international research projects;
- Disseminate knowledge generated through research in national and international publications;

### Person Specification

#### Qualifications

- Doctoral qualification preferable, either directly in Educational Management or in the general area of Leadership and Management but with a very good understanding of educational organisations

or

- Other post-graduate qualifications in Leadership and Management with doctoral studies expected to be completed in the current year

#### Knowledge and Experience (Essential or Desirable)

- Research in Leadership and Management Education
- Publication in high impact peer reviewed journals, or the potential thereof
- Active participation in grant procurement at national and international level
- Experience in a leadership and/or management role in the field of education
  
- Experience in designing and delivering professional development for leaders in education and/or leading research in the field
- An existing (or potential) research portfolio and research experience in the field of education supported by publications in peer reviewed journals
- Experience in designing, planning and implementing academic programmes for professional learning
- Knowledge of recent research in the field
- Experience of the delivery of seminars, presentations, workshops etc.

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- Experience of programme design in leading and managing professional development for leaders in education

### Skills and Competencies

- Previous experience of contributing to the overall development of education, training and research, and demonstrate how they will support and contribute to development of same at Trinity College Dublin
- Proven ability to provide academic leadership in all teaching and related activities in the University at postgraduate level
- Demonstrate enthusiasm for, and success in, teaching students
- Proven experience in the organisation and delivery of high quality teaching courses preferably at postgraduate levels
- Organisation and involvement in education conferences
- Ability to lead an academic team in developing the area of Educational Leadership and Management
- Competent educator employing innovative approaches to learning and teaching
- Ability to source funding for research projects
- Understanding of what constitutes good professional learning and research for educational leadership
- Effective communicator with groups at a post-graduate level, i.e. the ability to articulate and engage with others in achieving shared visions for the area of educational leadership and management in the school of education
- A collaborative leadership style
- A strategic thinker and practical organiser to coordinate the delivery of the programme
- A commitment to student care
- An ability to work with students in a supervisory role
- A commitment to own professional development

### Other

- Excellent communication skills both written and oral
- Proven organisational skills
- Enthusiasm and aptitude for a collegial style of working, for collaborative and interdisciplinary work in teaching and research, and for international networking

### Application Information

Candidates should submit a cover letter together with a full curriculum vitae to include the names and contact details of 3 referees (email addresses if possible), your list of publications and a research plan (summarising research to be carried out in the next two years and including details for funding to be sought - 2 pages), and a teaching statement (summarising teaching experience and approach - 2 pages). Candidates who do not submit this additional information may not be considered for shortlisting.

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### School Summary

#### Number of Lecturers

- The School of Education is a member of the Faculty of Arts, Humanities and Social Sciences and has 15 full-time academic staff. The academic work of the School is also supported by a large part-time staff.

#### Number of Researchers

- The School of Education is active in the area of postgraduate supervision and currently has 76 research students at Masters (Research), PhD and D.Ed. levels.

#### Number of Students

- At present there are approximately 600 students registered with the School.

#### Courses Delivered

The School is responsible for the following programmes:

- Ph.D.
- Doctor in Education (D.Ed.)
- Master in Education (M.Ed.)
  - Aggression Studies
  - Drama In Education
  - Educational Leadership and Management
  - Science Education
  - Special Educational Needs
  - Guidance and Counselling
  - Foundation Studies
  - Teaching and Learning in Higher Education
  - Co-operative Learning
  - Positive Behaviour Management
- Postgraduate Diploma in Education (PDE)
- B.Mus.Ed.

#### Current Research Fields

- The School partners with Computer Science and Statistics to run the Centre for Research in IT in Education (CRITE).
- The School has two research groups; i) Cultures, Academic Values & Education Research Group (CAVE); ii) Inclusion in Education and Society (IES) incorporating Psychology of Education; and an emerging groups in the field of Schooling, Curriculum and Pedagogy, and Arts In Education.
- The School engages in externally funded research in a number of areas.

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Founded in 1592, Trinity College Dublin is the oldest university in Ireland and one of the older universities of Western Europe. On today's campus, state-of-the-art libraries, laboratories and IT facilities, stand alongside historic buildings on a city-centre 47-acre campus.

Trinity College Dublin offers a unique educational experience across a range of disciplines in the arts, humanities, engineering, science, human, social and health sciences. As Ireland's premier university, the pursuit of excellence through research and scholarship is at the heart of a Trinity education. TCD has an outstanding record of publications in high-impact journals, and a track record in winning research funding which is among the best in the country.

TCD has developed significant strength in a broad range of research areas including the 18 broadly-based multi-disciplinary thematic research areas listed below.

Sustainable Environment	Next Generation Medical Devices	Human Condition
Smart and Sustainable Cities	Creative Technologies – Digital Media, Arts and Entertainment	International Development
Cancer	Neuroscience	Immunology and Infection
Nanoscience	Telecommunications	Cultural Heritage & Arts
Sustainable Society	Abstract, Generalize, Apply	Human and Social Networking
Ageing	International Integration	Digital Humanities

Its current flagship interdisciplinary research institutes are in areas such as molecular medicine, neuroscience, international integration studies, nanostructures and nanodevices. The construction of Ireland's first purpose built nanoscience research institute, CRANN, was opened in January 2008, which houses 150 scientists, technicians and graduate students in specialised laboratory facilities.

The building also includes an innovative public venue, the Science Gallery. In 2011, it received the Shorty Award for Best Cultural Institution on Twitter globally and the Irish Web Award for Best Education and Third Level Website. These joined a list of awards that includes European Museum of the Year Award – Special Commendation 2010 and National IT award for best use of technology in education, 2009. In 2012, during Dublin's tenure as European City of Science, Science Gallery will continue to develop inspiring new exhibitions and experiences.

The recently opened Trinity Biomedical Sciences Institute (TBSI) is an unprecedented development for Biomedical Research in Ireland, both in terms of scale and ambition. It

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provides a facility for TCD to continue its upward trajectory in both basic and translational research programmes, notably in the areas of Immunology, Cancer and Medical Devices.

The Library of Trinity College is the largest research library in Ireland and is an invaluable resource to scholars. In addition to purchases and donations accrued over four centuries, the College has had 200 years of legal deposit. By this right Trinity can claim a copy of every book published in Ireland the UK. The Library has over 4.25 million books, 22,000 printed periodical titles and access to 60,000 e-journals and 250,000 e-books. The Library's research resources also include internationally significant holdings in manuscripts (the most famous being the Book of Kells), early printed material and maps. Its collections and services support the College's research and teaching community of 15,000+ students and academic staff.

Trinity continues to attract intellectually strong students from Ireland and abroad. More than half of its incoming undergraduates have earned in excess of 500 out of a maximum 600 points in the national Leaving Certificate examination. The accessibility of a Trinity education to all students of ability is also very important. Trinity College was the first university in Ireland to reserve 15% of first year undergraduate places for students from non-traditional learning groups – students with a disability, socio-economically disadvantaged students as well as mature students. The College has met its target in this respect. There is also an exciting international mix of its student body where 16% of students are from outside Ireland and 40% of these students are from outside the European Union. TCD students also have an opportunity to study abroad in other leading European universities through Trinity's partnership agreements.

Students also benefit from a scholar teacher model where they have the opportunity of being taught by world-leading experts in their field. Interdisciplinarity forms a key element in the College strategy in increasing Trinity's international standing as a research-led university.

Many of Trinity College Dublin's alumni have helped shape the history of Ireland and Western Europe. They include author, Jonathan Swift, philosopher, George Berkeley, political philosopher, Edmund Burke, wit and dramatist, Oscar Wilde, historian, William Lecky, religious scholar, James Ussher, scientists, John Joly, George Johnstone Stoney, William Rowan Hamilton and physicians, William Stokes and Denis Burkitt.

Two of Trinity College's alumni have won Nobel prizes – Ernest Walton for Physics in 1951 and Samuel Beckett for Literature in 1968. The first President of Ireland, Douglas Hyde was a graduate as was the first female President of Ireland, Mary Robinson.

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### The Selection Process in Trinity

- The Selection Committee (Interview Panel) will include members of the Academic community together with an External Assessor who is an expert in the area.
- Applications will be acknowledged by email. If you do not have confirmation of receipt within 1 day of submitting your application online, please get in touch with us immediately and prior to the closing date/time.
- Given the degree of co-ordination and planning to have a Selection Committee available on the specified date, the College regrets that it may not be in a position to offer alternate selection dates. Where candidates are unavailable, reserves may be drawn from a shortlist.
- Outcomes of interviews are notified in writing to candidates and are issued **no later than 5 working days** following the selection day.
- In some instances the Selection Committee **may** avail of telephone or video conferencing.
- The College's selection methods may consist of any or all of the following:
  - Interviews
  - Presentations
  - Psychometric Testing
  - References
- It is the policy of the College to conduct pre-employment medical screening/full pre-employment medicals.
- Information supplied by candidates in their application (Cover Letter and CV) will be used to shortlist for interview.

### Equal Opportunities Policy

Trinity College Dublin is an equal opportunities employer and is committed to the employment policies, procedures and practices which do not discriminate on grounds such as gender, marital status, family status, age, disability, race, religious belief, sexual orientation or membership of the travelling community.

### Pension Entitlements<sup>1</sup>

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<sup>1</sup> The Public Service Superannuation (Miscellaneous Provisions) Act 2004 set a minimum retirement age of 65 and removed the upper compulsory retirement age for certain New Entrants to the Public Sector on or after 1 April 2004. In the December 2009 Budget, the Government indicated its intention to (i) increase the minimum retirement age for all new Public Servants to equal the qualifying age for the Irish State Pension that is anticipated to be 67 for the foreseeable future; and (ii) to again introduce an upper compulsory retirement age of 70 initially. Legislation is pending and this appointment will be subject at all times to the provisions of such legislation.



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This is a pensionable position. Details of the applicable Pension Scheme will be provided to successful candidates.

The Normal Retirement Age for pension purposes is 30 September on or after your 65<sup>th</sup> birthday and the terms of the Public Service Superannuation (Miscellaneous) Provisions Act 2004 presently apply.

### Application Procedure

Candidates should submit a cover letter together with a full curriculum vitae to include the names and contact details of 3 referees (email addresses if possible), your list of publications and a research plan (summarising research to be carried out in the next two years and including details for funding to be sought - 2 pages), and a teaching statement (summarising teaching experience and approach - 2 pages) **by e-Recruitment:**

### **APPLICATIONS WILL ONLY BE ACCEPTED BY E-RECRUITMENT**

If you have any query regarding this, please contact:

Ms. Christine Devlin, Recruitment Executive, Human Resources, House No. 4, Trinity College  
Dublin

**Tel: +353 1 896 3584**

**Email: [Christine.devlin@tcd.ie](mailto:Christine.devlin@tcd.ie)**