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**Faculty of Arts**

**Teaching Affiliates – Level Descriptors**

In order to determine whether a Teaching Affiliate is working at level 4a or 4, the following level descriptors can be used.

Research & Teaching Level 4a

* Carry out teaching within a clear and established programme, with assistance and support.
* Identify learning needs of students and define appropriate learning objectives.
* Develop own teaching materials, with assistance and support.
* Continue to develop skills in and knowledge of teaching methods and techniques.
* Set and mark assignments/test, with guidance.
* Contribute to the development of examination questions.
* Assess student progress and provide constructive feedback from students.
* Supervise class activities e.g. language lab or practical work.
* Work within the Quality Assurance framework set by the University and where appropriate, professional body.

Research & Teaching Level 4

* Teach and provide advice, as a member of a teaching team within an established programme of study, with assistance of a mentor if required, in a variety of settings from small group tutorials to large lectures.
* Transfer knowledge in the form of practical skills, methods and techniques.
* Challenge thinking, foster debate and develop the ability of students to engage in critical discourse and rational thinking.
* Ensure that the content, methods of delivery and learning materials meet the defined learning objectives.
* Help to develop new course proposals.
* Develop own teaching methods and approaches to teaching, with guidance.
* Develop and deliver sessions as part of the University’s broader outreach programme.
* Set and mark coursework and exams.
* Select appropriate assessment instruments and criteria; assess the work and progress of students by reference to the criteria.
* Supervise the work of students, provide advice on study skills and help with learning problems.