



## LONDON SCHOOL OF THEOLOGY

### Job Description and Person Specification

#### Theology and Counselling Lecturer

<b>Reports to:</b>	<b>Theology and Counselling Programme Leader</b>
<b>Line management responsibilities:</b>	<b>None</b>
<b>Key relationships:</b>	<b>Principal, Academic Dean, Executive Team members, Theology and Counselling Administrator</b>

#### **Job Summary:**

- London School of Theology is seeking a Theology and Counselling Lecturer to lecture, tutor and undertake pastoral care for level 4 – 7 students, including setting and marking assessments and examinations, and group facilitation.
- The post holder is expected to have an ongoing and viable programme of research.

The following key tasks are indicative of the role. The list is not exhaustive, and tasks may be amended, added or subtracted in response to changing requirements or in line with the skills and experience of the post-holder.

#### **Key Tasks:**

- Levels 4, 5, 6 and 7 lecturing, tutoring and pastoral care of students, setting and marking assessments and examinations, and group facilitation.
- Research supervision for Masters programmes.
- Professional and clinical oversight of students in line with British Association for Counselling & Psychotherapy (BACP) accredited course standards.
- Publishing peer reviewed research.

#### **Lecturing**

- Lecturing includes both day-time lectures, termly weekend residentials and occasional evening classes and conferences.

#### **Tutoring**

- The conduct of tutorials, seminars, clinical practice groups and process groups.
- Pastoral care of students.

### **Marking and Exams**

- The marking and second marking of assignments within the agreed timescale
- Setting and marking exam scripts, exam invigilation and attendance at examiners' meetings. Supervision and marking of BA projects.

### **Career Development**

- Further study and personal development: study (appropriate to contracted hours), conferences, continuing education and training.

### **General**

- Attendance at different groups and discussions when necessary and appropriate.
- Student applications: preliminary and formal interviews of prospective students.
- Committees: attendance and active participation at the Academic Board, Programme Boards of Study, and other School committees and meetings as required.
- Attendance at School and Faculty events including Graduation Day and Away Days (upon request from the Programme Leader or the Executive Team), as well as Faculty Development Days and events including Faculty Lunches.
- Any other reasonable duties as required by the Theology and Counselling Programme Leader or Academic Dean.

### **Requirements**

- The post holder must be a qualified and practicing psychotherapist and be accredited with the BACP or equivalent professional body.
- It is essential that the post holder holds a theological understanding and be able to teach to an advanced level, covering a range of subjects and modalities relevant to an integrated theology and counselling training programme.
- It is desirable that the post holder possesses a PhD or intends working towards one.
- The successful candidate will have a proven track record and demonstrate ongoing professional development, which preferably includes research and published articles and a viable programme of research.
- Lecturing experience and/or a qualification in lecturing at Higher Education level is desirable.
- Experience of participation in on-line teaching and preparation of on-line lecture material.
- Maintaining good communication with administration and parallel lecturers on other BA programmes.

### **Terms and Conditions of Employment**

Salary:	£7,271 per annum (0.2 FTE) equivalent to £36,356 per annum FTE.
Hours:	1 day/7 hours per week (0.2 FTE).
Lunch:	Where appropriate a one-hour unpaid lunch break should be taken.
Holiday:	27 days per annum pro-rata plus public holidays. LST is closed between Christmas and New Year and this is given as additional leave.
Pension:	Eligible to join contributory School pension scheme.
Notice:	During the twelve month probationary period, one week's notice may be given in writing on either side. After this period, three calendar months' notice on either side is required.
Probation:	Twelve months.
Start date:	The job is expected to start 1 <sup>st</sup> September 2019 or as soon as possible thereafter.

Occupational Requirement: there is an occupational requirement for the post holder to be a practising Christian in accordance with the Equality Act 2010: Part 1, Schedule 9.

### **Application Process and Closing Date**

Further information can be obtained from the Theology and Counselling Programme Leader:  
nikolaos.souvlakis@lst.ac.uk

Applicants should send the following to the HR Manager as pdf documents attached to an email:

- (a) Covering letter of application,
- (b) Curriculum vitae and
- (c) List of two referees, one of whom is to be the applicant's senior pastor.

The HR Manager, London School of Theology, Green Lane, Northwood, HA6 2UW.

Email: recruitment@lst.ac.uk

**Deadline for applications: 1700 hours Monday 10<sup>th</sup> June**

**Interviews will be held on Thursday 20<sup>th</sup> June**