THE UNIVERSITY of EDINBURGH
School of Philosophy, Psychology and Language Sciences

Lectureship/Senior Lectureship

Department of Psychology

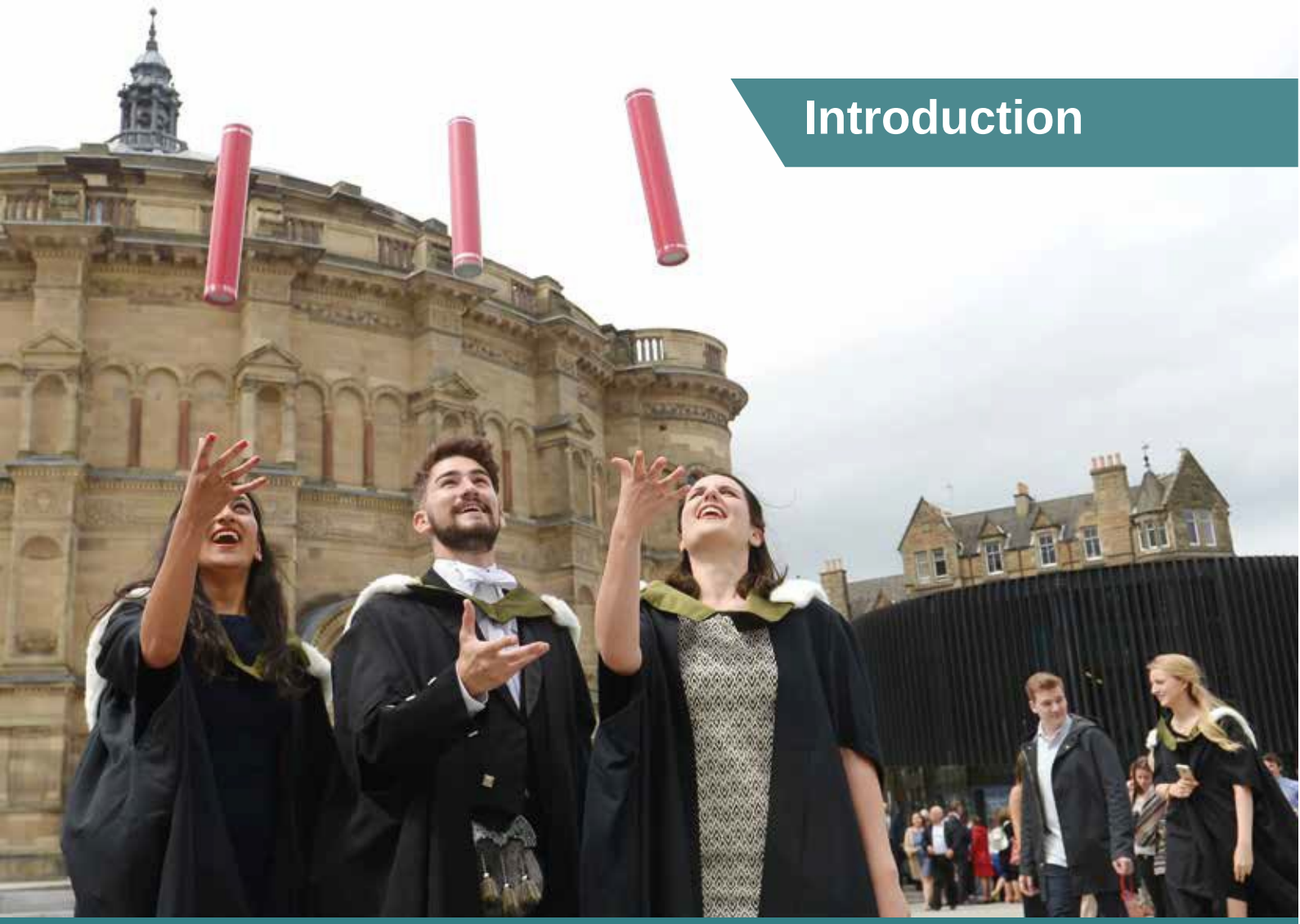
Grade: UE08/09

Closing date: Monday 24th May 2021 - 1700hrs (BST)

Interview Date: Week commencing 21st June 2021 (online)

Requisition Number: 953

Introduction



The School of Philosophy, Psychology and Language Sciences is seeking to appoint several Lecturers/Senior Lecturers to its Department of Psychology.

The post holders will contribute high quality research, teaching and academic citizenship. We are open to candidates with a background in any area of Psychology that fits well into the department's current research profile (broadly: developmental science; differential psychology; human cognitive neuroscience; language, cognition, and communication; social psychology).

It is essential that the successful candidates present a research profile, in both experience to date and in future potential, which is at the forefront of the research field, relative to career stage. They will also demonstrate experience, achievement and outstanding potential reflected in a growing personal teaching, supervisory, research and public-impact portfolio.

Candidates with suitable experience in teaching, research, and leadership will be considered for appointment at Senior Lecturer level.

Applicants should upload a cover letter into the online application portal and submit a CV in all cases. Applicants do not need to submit writing samples or letters of reference when applying, however we do ask that the names and contact details of 3 potential referees be included as part of your CV or cover letter. We will seek letters of reference for those shortlisted for interview unless specifically stated otherwise on the application form.

Interviews are expected to be held from week commencing 21st June 2021 and short-listed candidates will be required to give two brief presentations on their research and teaching over a three-day interview process. We will aim to give shortlisted candidates at least two weeks notice of the interview date.

Applications can be made via our University vacancy pages. Supporting information relating to how to use the recruitment portal can be found at the back of this pack.

The department of Psychology particularly welcomes applications from candidates belonging to groups that have been traditionally underrepresented in the subject, including, but not limited to, women and ethnic minorities.

For more information on our family-friendly policies please visit our HR web pages.

Job Description

Salary: Lectureship UE08 (£41,526 - £49,553)

Senior Lectureship UE09 (£52,559 - £59,135)

Hours of Work: 35 hours a week

Contract type: Open-ended

Location: 1-7 George Square, Central Campus, Edinburgh

Job Purpose

The successful candidate will contribute distinguished teaching, research, public impact, and leadership in a field of Psychology which fits well to the department's research profile (broadly: developmental science; differential psychology; human cognitive neuroscience; language, cognition, and communication; social psychology), working closely with colleagues in Psychology and the School to contribute to the continuing development of Psychology as a centre of international excellence.

Main Responsibilities

1. Take responsibility for design of course units and for their quality, and contribute generally to the development of teaching and enhancement of high-quality teaching in the subject area. Contribute to the teaching objectives of Psychology and the School by applying knowledge derived from research to teaching, supervising, and assessing at all levels, including undergraduate courses and Masters programmes. Teaching duties may include the delivery of lectures and small group tutorials and the supervision of undergraduate and postgraduate projects and dissertations. This includes provision of high-quality assessment feedback in a timely fashion (Approx % of time 35%).

2. Provide advice and support to students. This includes acting as a Personal Tutor for a set of students (Approx % of time 5%).

3. Contribute to the research work of Psychology, by pursuing a clearly independent research programme. This should complement existing areas of research excellence within the subject area. The research should be at an international level that leads to regular publication and presentation of results and to successful applications for external funding. Recruit and supervise PhD students in the relevant area of research (Approx % of time 35%).

4. Represent the work of the University in the field locally, nationally, and internationally in relevant networks and/or in public activities (Approx % of time 5%).

5. Involve external partners in teaching through knowledge exchange, collaborative studentships, student projects, and by involving students in public engagement (Approx % of time 5%).

6. Contribute to subject area planning and undertake further leadership and administrative duties, as specified by the Head of School or Head of Psychology (Approx % of time 15%).

Planning and Organising

- Take responsibility for own time management.
- Plan own research, use of resources, including applications for external funding.
- Prepare, organise, deliver, and assess relevant undergraduate and postgraduate courses, and meeting relevant deadlines. This includes providing training and guidance, where appropriate, for tutors on these courses.
- Supervise PhD students through timely and regular meetings.
- Plan relevant activities associated with the Personal Tutor role.
- Organise activities associated with any administrative role carried out on behalf of the subject area or School.

Problem Solving

- Solve problems relating to own research, including seeking out appropriate external resources.
- Respond to student feedback on teaching and assessment through changes in course design and course content as appropriate.
- Develop appropriate responses to problems or issues that arise in respect of administrative roles.

Decision Making

- Decide on own work patterns, and when key School contacts such as Head of subject area or Head of School should be approached for support or advice.
- Decide on an appropriate research strategy and how best to implement this, including selecting appropriate means and output locations for publishing research findings and how best to seek out external funding.
- Decide on appropriate teaching material for courses at various levels and how best to present this material to students and how it is best assessed, in consultation with the teaching team.
- Decide on the best way to deal with student queries, including when to approach other key School contacts for further support.

Key Contacts and Relationships

- UG and PG students.
- Other teaching colleagues within the subject area.
- Head of subject area.
- Professional Service staff across the School.
- Other College/University representatives.
- Head of School.
- External contacts such as organisers of research conferences.
- Representatives of learned societies or other professional organisations, representatives of research funding bodies.

Knowledge, Skills and Experience Needed for the role of Lecturer

The successful applicant should have:-

	Essential
E1	Extensive experience of original research in a relevant area of Psychology, supported by a relevant qualification (normally a PhD or equivalent).
E2	A strong track record of first author and/or collaborative publications in high quality venues.
E3	Evidence of experience in teaching, indicative of commitment to and potential for excellence in undergraduate and postgraduate teaching.
E4	Evidence of recent, sustained and developing investigative research and publication activities, appropriate to career stage, meeting standards of international excellence.
E5	Evidence of commitment to pursuing research funding from external sources.
E6	Ability to communicate highly theoretical material to a diverse audience. A deep commitment to delivering engaging and effective teaching and supervision to students at all levels and from diverse backgrounds, using appropriate teaching methods.
E7	Excellent communication and interpersonal skills.
E8	Ability to engage effectively with the wider academic and professional community.
E9	Ability to work in a team to deliver teaching and learning objectives.
E10	Ability to lead, motivate, and support others, with a particular focus on students and teaching teams.
E11	Commitment to the development of diverse and inclusive teaching materials.

	Desirable
D1	A proven record of high impact publications in journals having international standing.
D2	Evidence of having applied for external research funding.
D3	Prior experience of course/ curriculum design and development.
D4	Evidence of engagement with Open Science principles.
D5	An interest in knowledge exchange and applications.
D6	Evidence of potential for academic leadership and management.

Knowledge, Skills and Experience
Additionally needed for the role of Senior Lecturer

In addition the successful applicant should have:-

	Essential
E1	A proven track record in teaching leadership, in curriculum development, indicative of excellence in undergraduate and postgraduate teaching, and in the development of new courses/programmes at postgraduate and undergraduate levels.
E2	Evidence of the ability to supervise throughout the curricula from undergraduate dissertations to PhD dissertations inclusive.
E3	Evidence of research and publication activities meeting standards of world-leading excellence.
E4	A proven track record of applications for external research funding.

	Desirable
D1	Evidence of experience of knowledge exchange and/or engagement with public bodies and stakeholders and the wider public.
D2	Evidence of experience of academic leadership and management.

The Department

Established in 1906, Psychology at Edinburgh was one of the first departments of psychology in the UK. We currently have around 45 academic staff, 30 research staff, and 70 PhD students. The department enjoys a world-wide reputation for its research, covering a range of topics from the psychology of language to individual differences. Psychology at Edinburgh ranks 3rd in the UK and 16th in the world (THE World University Rankings by subject 2021).

We are home to world-class research groups in human cognitive neuroscience, individual differences, psychology of language and developmental psychology. Psychology also houses the Alzheimer Scotland Dementia Research Centre, as well as The Koestler Parapsychology Unit which brings together a vibrant network of researchers engaged in exploring the ways in which data and digital technology are transforming our world. In the Times Higher Education rankings of the Research Excellence Framework 2014, our research is placed 1st in Scotland as part of a joint submission for psychology, psychiatry and neuroscience.

We have excellent facilities for research and teaching, including a cognitive neuroscience facility with EEG/ERP, NIRS, TMS, eye and motion-tracking technologies, a developmental facility with infant eye- tracking capabilities, a psychometric test library, and general computing and experimental research facilities. Staff have access to the Welcome Trust Clinical Research Facility and the Scottish Brain Imaging Research Centre, as well as a large volunteer panel to assist the recruitment of normal adult subject samples.

Students from around the world study Psychology at Edinburgh, with 35% of our students coming from outside the UK from over 40 different countries. We have a well-established postgraduate programme, offering seven taught MSc programmes as well as PhD study. Undergraduate class sizes range from around 350 in first year (including a first year intake onto Psychology single and joint honours degree programmes of around 110 students), to more specialist third and fourth year classes of around 50 students. Small-group teaching is a feature throughout the curriculum, with students taught in groups of 6-15 by academic staff and postgraduate tutors. The Psychology student society, PsychSoc, runs a wide series of social and scientific events and also coordinates a PsychPALS scheme, in which first year students are mentored by older students.

Psychology's unique role as part of the School of Philosophy, Psychology, and Language Sciences has fostered rich teaching and research collaborations in cognitive science, moral psychology, and the psychology of language. We have links across the University with world-class researchers in related disciplines such as business studies, economics, sociology, neuroscience, neuroinformatics, and genetics. We have extensive national and international collaborative links in all of these disciplines.

https://www.ed.ac.uk/ppls/psychology

The School

The School comprises Philosophy, Psychology, and Language Sciences (Linguistics and English Language). We offer a rich and diverse learning and research environment for our staff and students, with close links between our three subject areas, alongside other world-class research areas within the University and beyond.

In all subject areas the School is recognised as world-leading, as shown in its excellent output across all areas in the 2014 Research Excellence Framework. In the latest Research Excellence Framework (REF 2014), our research environment is rated as 100% conducive to internationally excellent research across all subject areas.

All of the School's subject areas consistently rank in the top 50 in the world.

- Linguistics research at Edinburgh ranks 1st in Scotland and 2nd in the UK in the THE ranking by subject of the REF 2014.
- English Language is 3rd in the UK (and 5th in the world) for Linguistics and 3rd in the UK (and 7th in the world) for English language and literature (QS World University Rankings by subject 2021).
- Psychology is ranked 3rd in the UK and 16th in the world for psychology (THE World University Rankings by subject 2021).
- Philosophy ranks 6th in the UK and 20th in the world for philosophy (QS World University Rankings by subject 2021).
- Philosophy research at Edinburgh ranks 2nd in Scotland and 7th in the UK in the THE ranking by subject of the REF 2014.

The School is unique in offering outstanding opportunities for interdisciplinary teaching and in pioneering novel forms of research that reach across traditional boundaries. In 2020/21, the School welcomed nearly 2300 undergraduate and postgraduate students from around the world onto our diverse range of programmes.

The School has well established links with other areas of the University such Clinical Neuroscience, Medicine, Informatics and Edinburgh College of Art.

This large and diverse teaching portfolio is augmented by the breadth of our research portfolio, whereby we are able to secure large volumes and value of externally funded research grants. Our core income budget is circa £30m per annum.

The School cont.

There are over 160 academic staff within the School, and the breadth of expertise ranges from analytic philosophy and the study of English language, through theoretical and applied linguistics, philosophy of science and epistemology and experimental psychology, to cognitive neurosciences and genetic influences on human behaviour.

Alongside this, we have several research centres which further drive our research and help put our research into practice, connecting academia with industry, policy and the general public, for example;

- Alzheimer Scotland Dementia Research Centre – dementia research centre in collaboration with Alzheimer Scotland.
- Angus McIntosh Centre for Historical Linguistics – research centre focused on historical linguistics and language change, centred on the history of English and Scots.
- Bilingualism Matters – a centre promoting bilingualism and language learning to the general public.
- The Centre for Language Evolution – interdisciplinary centre focused on understanding the origins and evolution of language.
- EIDYN – Philosophy research centre focusing on epistemology, mind and normativity.
- The Edinburgh Centre for Data, Culture & Society - provides our community of practice with space for experimentation, innovation and skills development, and gives tailored support to research groups and projects.

The School offers extensive professional service support for academics across a wider range of administrative operations, including:

- Dedicated undergraduate and postgraduate teaching offices.
- Research and knowledge exchange support team.
- A highly skilled and specialised IT team who provide support relating to learning technology, and extensive support and facilities for data collection and experimentation across cognitive science.

We are fully committed to recognising and supporting equality and diversity amongst our staff and students. In 2017 we were awarded an Athena SWAN Bronze award by the Equality Challenge Unit's Athena SWAN charter in recognition of our efforts to promote a School culture of equality.

Who's Who in the Department of Psychology

Professor Martin Corley
Head of Psychology

Prof Corley joined Edinburgh in 1995 following a PhD at Exeter. He became Head of Psychology in July 2016. Martin's research focuses on the production and comprehension of human speech, using methods that range from ultrasound imaging of tongue movements to eye tracking and EEG. He currently teaches research methodology to MSc students, as well as contributing to undergraduate teaching.

Professor Robert McIntosh
Research Director

Prof McIntosh joined the department in 2005, following postdoctoral positions at the Universities of St. Andrews, Durham, and Queensland. Rob's research is concerned with perception and action, and the changes that can result from brain damage or degeneration. He teaches at all levels, and is Programme Director for the MSc in Human Cognitive Neuropsychology. Rob served as Head of Psychology from 2013 to 2016, and gained a Chair of Experimental Neuropsychology in 2019.

Dr Tom Booth
Director of Teaching

Dr Booth has been a member of the department at Edinburgh since 2011, and is currently Senior Lecturer in Quantitative Research Methods. His research sits at the intersection of individual differences, health and organisational psychology. Tom has played a central role in the redesign of the methodology curriculum in PPLS. He teaches quantitative methods at all levels.

Who's Who in The School of PPLS

Professor Holly Branigan
Head of School

Prof Branigan joined the Psychology department at the University in 1999 after a BA in Language and Linguistic Science
(York), an MSc and PhD in Cognitive Science (Edinburgh), and a British Academy Fellowship (Glasgow/Edinburgh).

She has held a Personal Chair in Psychology of Language and Cognition since 2011. Her main areas of interest are language production and dialogue in monolingual and bilingual adults. More recently, she has also begun to carry out related research with typically and atypically developing children.

Prof Branigan was made Interim Head of School in August 2017 and permanently took up the role in 2019.

Professor Caroline Heycock
Deputy Head of School

Professor Heycock came to Edinburgh as a lecturer in 1994.
Originally from Scotland, she had studied Modern Languages as an undergraduate at Cambridge, then gained a PhD in Linguistics from the University of Pennsylvania and worked as an Assistant Professor in the USA for a couple of years before taking up her first position in Edinburgh.
She has held a Personal Chair in Syntax since 2007; in the early part of her career she worked quite extensively on Japanese, but more recently most of her research has involved data from Germanic languages, particularly Scandinavian, and she has recently been working on a project on syntactic variation in Scotland.

She became Deputy Head of School in 2020.

The University

For more than four centuries, our people and their achievements have rewritten history time and again. They've explored space, revolutionised surgery, published era-defining books, paved the way for life-saving medical breakthroughs and introduced to the world many inventions, discoveries and ideas from penicillin to Dolly the sheep. We have believed that anything is possible, we still do.

The latest Research Excellence Framework highlighted our place at the forefront of international research. This adds to our international reputation for the quality of our teaching and our student experience excellence. The University is proud of its success with online teaching initiatives, with 2550 students currently studying its online distance learning postgraduate programmes, and a total to date of more than 2 million enrolments for Edinburgh Massive Open Online Courses (MOOCs).

As a member of staff, you will be part of one of the world's leading universities, with 20 Schools spread over 3 Colleges that offer more than 1600 undergraduate and 600 postgraduate programmes to over 35,000 students each year. Professional services are critical to this success as well as our world-class teaching, research and student facilities. In fact, we are one of the top employers in Edinburgh, with over 13,000 people spread across a wide range of academic and supporting roles.

As a world-changing, world-leading university, we offer an exciting, positive, creative, challenging and rewarding place to work.

We give you support, nurture your talent, develop and reward success and integrate academic, professional and personal career goals, as well as give your career the benefit of a great and distinguished reputation.

Pay, Benefits and Conditions

In addition to a competitive salary, our employees benefit from a competitive reward package and a wide range of staff benefits, which include:

- generous annual leave allowance.
- defined benefits pension scheme which offers a guaranteed retirement income based on your salary. The University currently pays a monthly contribution equal to 19.5% of your salary, while you pay 8.8%.
- staff discounts on a range of services.
- on-campus nurseries.
- The University also offers a generous suite of policies around family leave. Examples of our policies can be viewed here.

Access our staff benefits page for further information and use our reward calculator to find out the total value of pay and benefits provided.

Relocation

Edinburgh is one of the most diverse Universities in the UK, with staff and students from over 160 countries.
Our International Staff website has been created to assist you, and your family, with settling into life in Edinburgh.

Relocation Polices

Relocation support can be provided to both domestic and international appointees in line with the University relocation policy.
The University is also able to provide support to partners of new appointees wishing to transition career (more information can be found here)

International Relocation Support

Once you have a job offer from the University, you may need to apply for a visa to work in the UK.
If you are applying for a highly skilled role or are a sponsored researcher the University may be able to sponsor you through through a skilled worker (formally tier 2)visa route, or help you in applying for an exceptional talent (formally tier 1) visa.

An overview of the visa processes can be found here.

The University currently has a dedicated International Staff Advisor, who is able to assist with each stage of any visa process, both before and after arriving in the UK.

Along with PPLS HR, they will be able to assist with the following areas:

- Initial advice with relation to suitable visa routes
- Free and impartial specialist advice on UK immigration matters for prospective and current staff, visitors and their accompanying dependants
- Advice on how to complete the applications required
- Guidance on the UK immigration rules and regulations
- Support in relation to understanding of university policy with relation to visa fees and reimbursement
- Further advice and guidance when dealing with Indefinite Leave to Remain

Immigration Fees

There are two types of support currently in place, the Interest Free Loan and Visa Fee Reimbursement.

The University offers assistance for fees you incur in relation to your Skilled Worker, Exceptional Talent or UK Residency applications and associated UK legal fees. In respect of Skilled worker and Exceptional Talent this includes payments for immigration healthcare surcharge fees (NHS) and National Academic Recognition Information Centre (NARIC) fees. PPLS HR will advise on this process in full at the time of offer.

The City of Edinburgh

Edinburgh is a beautiful city that has something to offer everyone. Whether you prefer a quiet restaurant, a lively night out or something in between, you are bound to find it in Edinburgh. Regularly ranked as one of the “Best Places to Live in the UK”, Edinburgh has many strings to its bow.

Culture and Entertainment

Home to the largest arts festival in the world, The Edinburgh International Festival brings the month of August alive in the city where residents are spoilt with first class theatre, music, performance art and comedy all on their doorstep.
The abundance of galleries and museums such as The Museum of Scotland, Scottish National Gallery and Scottish National Portrait Gallery to name but a few, means that there is always opportunity to soak up some culture all year round.

For those who wish to feed their bellies as well as their minds, Edinburgh boasts the highest number of Michelin starred restaurants in the Scotland, and has more restaurants per head of population than any other UK city outside of London.

The historic appeal of the Athens of the North has led it to become renowned for its monuments and attractions including the Scott Monument, National Monument on Calton Hill and of course the Edinburgh Castle itself; which dominates the city skyline, no more so than on Hogmanay with the world’s biggest street party and fireworks extravaganza to match!

Transport and Districts

Air Links - Several airlines fly to the Edinburgh from the principal European cities, and there are very frequent services from London. If booked well in advance, travel to Edinburgh by air can be cheap, particularly from London. For more information check the Edinburgh Airport website. Bus and tram connections operate 24/7 and with an average journey time of 25-30mins form the city centre.

Rail Links - Travelling to Edinburgh from other parts of the UK is generally easy by train and both Waverly and Haymarket train stations are centrally located, with support routes provided by the bus and tram networks.

Transport Around Edinburgh – Edinburgh has an excellent level of public transport provision compared to many cities in the UK. We have our own Transport and Parking Department here in the University of Edinburgh. They provide lots of advice on getting around the city plus details on staff parking facilities on campus.

Edinburgh Districts

Edinburgh is a highly sought after place to live. Its beautiful city centre covers the Georgian splendour of the New Town, with its grand terraces, crescents, gardens, and upmarket shopping boutiques and bars, and the narrow closes, winding stairways, and historic charms of the Old Town. Nearby communities such as Morningside, Bruntsfield, Stockbridge and Newington remain in easy reach of the city centre as well provide a local community feel.

Explore all of Edinburgh's distracts on our website .

Nurseries and Schools

Based at King's Buildings, The University's Arcadia Nursery, designed around the concept of 'free play' by award winning architect Malcolm Fraser, provides the perfect environment for children to blossom.

There is however, no obligation to place your child in University's nursery. There are many other childcare options in Edinburgh. The Edinburgh council website provides information about childcare across the City.

There are two main types of school in the UK, state and independent schools. State Schools make up the majority of schools and are funded by the government. There is no fee for your children to attend these schools. Independent schools require a fee for your child to study there, although there are bursaries available. The school your child can attend is usually dictated by the area in which you live. You cannot apply for a school place until you have an address in the area (this is not the case for fee paying/ independent schools). The council has 'catchment areas' for each school and have a duty to provide schooling for your child, but if your first choice school has no places left, they may have to recommend a school further away. As Edinburgh is our capital city, many of the schools fill up quickly. Some families consider living a commutable distance from the city in order to have a larger choice of schools. East Lothian and West Lothian Councils cover school areas a commutable distance from Edinburgh

How to Apply

Apply online via our University of Edinburgh Vacancy pages

- Find this job using Reference 953
- Complete the online application form as set out
- There is also space to upload a CV and another supporting document that you may wish the panel to consider
- Full instructions for using the Recruitment Portal are given below

Any questions?

Informal inquires should be directed to hodpsych@ed.ac.uk

If you have any questions about your application or the recruitment process please contact ppls.hr@ed.ac.uk

Recruitment Portal Guidance

This document aims to provide help and guidance for applicants applying for roles within PPLS.

This will include guidance on how to apply using the online recruitment system, what to include in your application and what should be excluded.

Any questions on the application process should be directed to ppls.hr@ed.ac.uk in the first instance.

Submitting an application

Applications for all posts in the school must be made using the online recruitment system by the **5pm (BST or GMT) deadline** stated on the job advert.

PPLS HR are unable to accept applications submitted in any other form or past the deadline.

- External candidates can apply via our University of Edinburgh Job site and clicking "Apply" at the bottom of your chosen role. Enter your email address and a verification code should then be sent shortly. Click on the link in your email to verify your identity with the code and continue to the application form. A full user guide can be found here.
- Internal candidates can apply via our University HR system and navigating to the "Current Jobs" under the "Me" tab.

The on-line application form is split in to 4 different sections, and whilst not all mandatory, preference in PPLS is each are completed. Please see below a summary of each section and what information is expected:

- **Personal Details & Contact Information** - This section will ask you to complete the relevant personal data required for your application. All sections with a *** must be filled out** before you can proceed with the application.

- **Job Application Questions (Mandatory)** - Some set questions will be asked in this section and your answers will be viewable to the panel on the completed form. If specific pre-screen questions for the role are requested these must be answered.

- **Education & Experience (Mix of Optional & Mandatory elements) -** Applicants should enter manually a brief over view in each section but details here can be supplemented by uploading a CV at a later stage. In work history if you mark "do not contact" next to your supervisor listed we may not be able to see the whole entry, so please keep this in mind when constructing your CV as you may wish to add further details here.

- **More about You (includes documents, license, work preferences, languages, sensitive information, references and diversity) (Optional)** - Applicants can chose to manually enter details in this section however PPLS guidance would be to always upload CV and cover letter in the relevant fields in addition (see below) and please keep in mind if the job advert has outlined any other specific documents have been requested. Links to personal web pages or profiles can also be included.
Licenses and certificates only need to be included if specifically request in the job advert.
Questions with regard to travel, pay and flexibility are optional and are used for potential future candidate searches and are not specifically linked to the role being applied for.
Other personal details are used for equality and diversity monitoring only and are not compulsory.
The reference details section should also be completed as instructed but please also list these at the bottom of your CV.

Upload Documents (Optional) - In this section applicants can upload any additional supporting documentations to include as part of their application. Applicants should **ONLY** upload the documents request in the job advert, and single documents for upload should not exceed more than **2MB**. Applicants should refer to the specific guidance on supporting documents for more information what to include and exclude from your application.
Supporting Statement (Mandatory)- Applicants are required to provide a supporting statement as part of their application. Any candidates that have **provided a cover letter** as part of their application in the supporting documents section should write **"see Cover letter for further details"** in this section. Otherwise applicants should write a short supporting statement (Max 2000 Characters, including spaces) in this section.

Supporting Documentation

The recruitment team will specify in the job advert text any additional documentation in which they require to be submitted as part of an application. These documents should be individually uploaded and **should not exceed** more than **2MB** in size.

The following documents can be uploaded as part of an application:

- CV
- Covering Letter
- Any other statements as requested in the job advert text (Max 2 pages)

The following documents **should not be** uploaded as part of an application:

- Reference Letters
- Sample Writing
- Student Lecture Survey Feedback
- Teaching Portfolio

All applications can be saved as a draft and return to later for submission - but please always keep the advertised deadline in mind.

List of Links and Webpages

The list below provides a full breakdown of web pages used as links in this pack should you wish to visit these sources directly.

Should you not be able to find the information you need from the below, please feel free to contact PPLS HR for assistance on ppls.hr@ed.ac.uk

- The University vacancy web-page (recruitment portal) - https://elxw.fa.em3.oraclecloud.com/hcmUI/CandidateExperience/en/sites/CX_1001
- The University of Edinburgh HR web-page (family friendly policies) - https://www.ed.ac.uk/human-resources/policies-guidance
- Departmental web-pages -
- https://www.ed.ac.uk/ppls/philosophy
- https://www.ed.ac.uk/ppls/linguistics-and-english-language
- https://www.ed.ac.uk/ppls/psychology
- USS Pension Scheme web-page - https://www.uss.co.uk/members/members-home/the-uss-scheme
- The University of Edinburgh pay and benefits web-page - https://www.ed.ac.uk/human-resources/jobs/working-with-us/pay-benefits-conditions
- The University of Edinburgh Relocation web-page - https://www.ed.ac.uk/human-resources/job/relocation
- The University of Edinburgh policy relating to partner career transition - https://www.ed.ac.uk/files/atoms/files/partner_career_transition_policy_golden_copy.pdf
- The University of Edinburgh staff visa web-page -https://www.ed.ac.uk/global/staff-visas
- The University of Edinburgh visa reimbursement web-page - https://www.ed.ac.uk/human-resources/international-staff/international-staff/immigration-fee-assistance

Athena SWAN Bronze Award

EU GENDER CHARTER

This publication can be made available in alternative formats on request. Please contact **ppls.hr@ed.ac.uk**

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https://www.vacancies.ed.ac.uk

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The University of Edinburgh https://www.ed.ac.uk/is/graphic-design