

Academic Integrity Lead

The AIO may, or may not, also fulfil the role of Assessment Lead, as long as the School is content that this does not generate a conflict of interests. The workload allowance offered for the two roles is additive.

Working with the Examinations Lead you will be responsible for ensuring and implementing good academic practice by students and staff, and in particular for ensuring that University procedures on plagiarism are disseminated and applied to both staff and students.

You will work closely with the Assessment Lead and the Director of Student Education and will attend the School's Assessment Board and related sub-committees to provide leadership, guidance and advice on issues relating to academic integrity.

Main responsibilities

- Work collaboratively with the Assessment Lead to implement strategies for ensuring principles of academic integrity are clearly understood by students and to ensure the application of University procedures and academic malpractice in line with University policy.
- Provide leadership so that staff and students are aware of University and local policies on good academic practice, including plagiarism and referencing of sources, and the use of Turnitin.
- Oversee and monitor student engagement with the academic integrity tutorial ensuring the relevance of the tutorial to the School by the provision of subject-specific material if required.
- Oversee the investigation of suspected cases of plagiarism, including involvement in any University-led investigations.
- Work with tutors to raise awareness of plagiarism and other malpractice issues, and as a source of information on University regulations.
- Promote a culture in which students are supported in the development of their academic literacy, sharing best practice and consistency of approach within the School, the Faculty and the wider University.

Development

On appointment, your development needs to support you in undertaking the role effectively will be considered with the appointing manager and an appropriate plan will be drawn up.

You will seek regular feedback on your performance to enable your continuous professional development and personal effectiveness in the role and will support the development of others.

The Academic Integrity Lead role is recognised in the workload model with an allowance of (xxxx)