

## PDRA Career Support – Opportunity to deliver teaching events and/or project supervision

Use this form to enter the details of the teaching opportunity that you would like to make available to PDRA. In order to make sure that there is some degree of consistency in terms of effort and experience for our PDRA teams please make sure that the opportunity that you are offer falls within the guidelines indicated below:

Unit Director (or person requesting PDRA support)	Unit Code	Unit Name		Credit Points
Brief description (1 paragraph) of teaching opportunity being offered		Essential PDRA skills/knowledge	Desirable PDRA Skills/knowledge	
Subject area(s)	Activity type, resources available and some ideas (synchronous session, asynchronous content, workshop, seminar, etc)			
Number and expected duration of sessions (e.g. 3x1hr synchronous sessions)	Approx. time (week numbers)in the term that opportunity takes place	Approx. number of students	Feedback mechanism available to PDRA	
Assessment component required?	Assessment format or contribution required			
Primary contact for PDRA	Mentoring contact for PDRA	Training available specific to this opportunity?		
Other useful info				

## Assumptions for Unit Directors proposing direct teaching events

- PDRA is responsible for the update and delivery of a "package" of teaching equivalent to 3 lectures or synchronous and associated asynchronous sessions
  - Assumed loading 40 to 52 hours (should be tailored to fit in this range)
  - Active contact time - 3 (or 9) hours, based upon delivery equivalent to 3 x 1(3) hour existing teaching sessions/events (1hr of material) that may require updating (avoid completely new material to keep effort required manageable).
  - 7 -10 hours (1-1.5 day) per session/event for update/reconfiguration and preparation of existing material
  - Allow PDRA significant freedom on mode/method of teaching/learning
  - 2 hours per session to feed into assessment design
  - 7 hours (1 day) training
- Training
  - Unit director to provide supporting material/resources to work from
  - Use August run of "Digital Design course" for online orientation of delivery
  - Unit director responsible to provide subject specific coaching/mentoring/feedback
- PDRA Answerable to Unit director

## Assumptions for Unit Directors proposing Project Supervision

- PDRA is responsible for the design and **full** supervision of up to two individual research projects (MSc major project) (and relevant roles in its assessment)
  - Assumed loading 4 hours + 24 per project per year (52 hours for two projects)
  - based upon 24 x 1 hr/wk allocation to academic staff (which includes assessment)
  - 2 hours for project design and refinement and
  - 4 hours (1/2 day) for training (including shadowing opportunities)
- Training
  - Explore local training opportunity to be delivered in winter
  - Unit director to provide some training in defining and will assume responsibility for approval of project can lead to full range of outcomes
- Requires a clear and transparent project approval process and student allocation
  - EMat have a model that is recommended
  - Need to ensure PDRA has fair access to full range of student abilities
- Either requires contract to outlast project duration or option for PDRA to act as honorary staff member
- Answerable to unit director
- Mentoring/support on offer from research group
  - checked by unit director