

Nursery Observation Seminar Leader

Job Description

Title	Nursery Observation Seminar Leader for MSc in Psychoanalytic Developmental Psychology
Reporting to	Dr Olivia Sagan - Course Organiser
Employer	Anna Freud Centre
Salary	£37,856-£47,060 per annum FTE according to experience, plus 6% contributory pension scheme with Scottish Life
Location	12, 14 & 21 Maresfield Gardens, London, NW3 5SU
Working Hours	1 hour per week seminars over 27 weeks of academic year, plus termly visits to the nursery. Seminar leaders mark end of year observational papers in August/September. Attendance is also required at the Exam Board in September and the Degree Teaching Committee Meeting in February each year, plus one meeting per term with the Course Organiser. Seminar leaders are also required to provide 2 x 2 hour CPD seminars (or equivalent) per year for the staff of the nursery school. Four hours of preparation time and four hours of delivery time is included in this contract for this aspect of the appointment. These duties comprise a total of 80 hours over the calendar year and are worked during academic term times.

Anna Freud Centre (AFC)

As a Centre of Practice the AFC is dedicated to developing innovative and effective treatments and services for children and families. The Centre provides specialist help for children and young people in emotional distress, helping to put them back on track for a brighter future. As a Centre of Learning the AFC pioneers training and research dedicated to improving understanding of children and young people's emotional problems. The Centre is affiliated to University College London (UCL) with which it offers three masters degree programmes (one of which is also offered with Yale University) and a clinical doctorate and undertakes collaborative research studies.

Background

The MSc in Psychoanalytic Developmental Psychology is a UCL degree programme that is run in conjunction with the AFC under UCL regulations.

There are up to 40 carefully selected students from all over the world who participate in this one-year highly prestigious course. They are not clinical trainees, but have been chosen for their academic ability to fulfil the very demanding requirements of this degree programme. However, about a quarter of them go on to undertake a training in Child Psychotherapy or in adult therapeutic work.

Overview of the post

The main purpose of the post is to teach weekly group seminars during which students take turns to present an observation of a child at the nursery school and discuss these.

Main Responsibilities

Seminar leading

- To run a group seminar of one hour per week, during academic term times (total 25 weeks plus 2 weeks for preparation for assessment), during which students discuss observations of nursery school children. 8-10 students attend the seminar.
- To make termly visits to the nursery school in order to be familiar with the individual children and the group setting, and to liaise between the nursery and the Anna Freud Centre.
- To attend one meeting per term with the Course Organiser and other Nursery seminar leader to discuss practice and student progress.
- To attend the Exam Board (2 hours in September) and the Curriculum Board (2 hours in February).
- In discussion with the Nursery School to devise and deliver appropriate CPD to staff – a maximum total of 4 hours per year.

Marking

- At the end of the academic year students write a 4000 word observational paper on the child they have observed at the nursery. The seminar leader would be expected to mark these during August and act as second marker for nursery papers from another nursery seminar group. This would involve 20 papers maximum

Other

- To complete individual student assessment forms at the end of each term.
- To carry out any other duties commensurate with the grade and purpose of this post.
- To monitor levels of student progress and bring any concerns to the notice of the MSc Course Organiser.
- To actively follow and promote AFC policies, including Equal Opportunities and Child Protection Policies.
- To maintain an awareness and observation of fire and health and safety regulations.

To be noted

This job description reflects the present requirements of the post, and as duties and responsibilities change/develop, the job description will be reviewed and be subject to amendment in consultation with the post-holder.

Enhanced police clearance

As the holder of this post will be in contact with children on a one-to-one basis, the post is subject to Enhanced Police Clearance.

Breakdown of hours	Hours
Seminar delivery 1 hr x 27 weeks	27
Visits to Nursery - 1 visit of 2 hrs each term	6
Provision of CPD to nursery	
4 hours prep and 4 hours delivery	8
Assessment marking	
1 st mark 10 x 4000 word papers	
2 nd mark 10 x 3000 word papers	
1½ hrs x 20 papers (maximum)	30
Meetings	
Termly meeting with Head of Course and other Obs seminar leaders	5
Attendance at Exam Board	2
Attendance at Degree Teaching Committee Meeting	2
TOTAL	80 hours per year