

# Seminar Leader for Foundations of Psychoanalytic Thought

## Job Description

<b>Title</b>	Seminar leader for Foundations of Psychoanalytic Thought MSc in Psychoanalytic Developmental Psychology
<b>Reporting to</b>	Psychoanalytic Concepts Course Module Leader and Head of Course
<b>Employer</b>	Anna Freud Centre
<b>Salary</b>	£37,856-£47,060 per annum FTE according to experience, plus 6% contributory pension scheme with Scottish Life
<b>Location</b>	12, 14 & 21 Maresfield Gardens, London, NW3 5SU
<b>Working Hours</b>	1 hour seminar per week over 22 weeks of academic year (first 2 terms plus 2 seminars for revision) Seminar leaders also mark up to 35 Essays (Module 1) or 35 Exams (Module 2). A total of 80 hours over the academic year.

### 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 based on the lectures and readings given to the students in their Psychoanalytic Concepts lectures. There are typically 20 seminars delivered over 2 academic terms, with the option to offer a further 2 seminars for revision/essay and exam preparation.

The post holder is also required to bring to the attention of the Course Organiser any concerns relating to the students' academic work or general welfare. They should also be familiar with UCL and AFC guidelines, particularly those pertaining to staff and student welfare.

### **Main Responsibilities**

#### **Seminar leading**

- To facilitate group seminars of one hour per week, during academic term time (for 20 weeks over 2 terms), based on the lectures and readings given to the student in their Psychoanalytic Concepts lectures, plus two additional revision seminars if required.
- Seminar leaders are allowed 0.5 hours per seminar for preparation time.
- Monitor levels of student progress and bring any concerns to the notice of the MSc Course Organiser.

#### **Assessment**

- To mark up to 35 assignments (35 x Essays or 35 x Exams @ 1 hour per assessment).
- To return agreed marks and completed mark sheets to the Course Administrator by the date agreed with the Course Organiser.
- Mark sheets should be completed fully, including comments and feedback to students. ALL mark sheets should be completed electronically and returned by email.

#### **Meetings**

- Attend one meeting per term with the Course Organiser (and other seminar leaders if required).
- Attend the Degree Teaching Committee Meeting (2 hours) and Exam Board (2 hours in September).
- Provide brief student feedback in individual meetings (on an informal basis) if requested by students over the year.
- Attend staff annual review meeting.

#### **Other**

- Complete brief individual student assessment forms at the end of each term if required.
- Actively follow and promote UCL and AFC policies, including Equal Opportunities and Child Protection Policies.
- Maintain an awareness and observation of fire, health and safety regulations.

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. The post holder will be expected to carry out any other duties commensurate with the grade and purpose of this post.

<b>Breakdown of hours</b>	
Seminar delivery 1 hr x 22	22
Preparation time ½ hr x 22	11
Assessment marking 35 exams or 35 essays at 1 hr each	35
<b>Meetings</b>	
1 meeting per term with Module Leader and admin	8
Exam Board	2
Degree Teaching Committee Meeting	2
<b>TOTAL</b>	<b>80 hours per year</b>

n.b. Or if we increase the marking time then a total of 85 hours.