

CTA Academic Management: Summer 2008 Appointments

Role description – MA Course Leader (MACL) SUMMARY

Job Purpose:

1. Delivery of CTA's programme of postgraduate courses, including scheduling and budgetary control.
2. Promotion of excellence in the delivery of CTA's programme of postgraduate courses, ensuring a high quality of provision.
3. Ensuring fair trade in delivering CTA's programme of postgraduate courses.
4. Development of CTA's programme of postgraduate courses according to ongoing review and validation.
5. Line management of all module leaders, tutors and visiting lecturers teaching on CTA's programme of postgraduate courses, overall performance monitoring and appraisal, and sub-contracting.
6. Promoting student centred learning in line with CTA's educational philosophy.
7. Supporting CTA's strategic development through participation in its educational philosophy & alliances.

Appointment schedule:

Advertisement CTA Website:	Thursday 19 th June 2008
Advertisement The Acupuncturist:	Tuesday 1 st July 2008
Deadline for applications:	Tuesday 15 th July 2008 noon
Interviews:	Wednesday 30 th July 2008
Appointment:	Tuesday 26 th August 2008

Application:

A letter of application and curriculum vitae should be sent to Paul Hougham at CTA – The College of Traditional Acupuncture, Haseley Manor, Hatton, Warwick, CV35 7LU, to arrive by 12 noon on Tuesday 15th July 2008.

Interviews:

Interviews will take place on Wednesday 30th July 2008. Shortlisted applicants will be asked to make a 7 minute presentation on your vision for this role to a group of CTA staff and faculty, as well as attending a formal interview. Timings for the day will be notified to shortlisted candidates.

Queries:

For informal discussion regarding any of these posts please call CTA's Principal, Paul Hougham, on 07999 772888.