



# SSEES PGTA Opportunities – 2024-25

UCL School of Slavonic and East European Studies (SSEES) has several exciting Postgraduate Teaching Assistant (PGTA) opportunities available for postgraduate research (PGR) students to teach on our undergraduate modules, starting in September 2024. Modules across SSEES's Economics & Business, History, and Politics & Sociology programme areas are recruiting.

PGTAs are principally engaged to facilitate and lead undergraduate tutorials, with a typical tutorial group consisting of about 15 students. PGTAs are also often asked to undertake formative and summative assessment and feedback, but this is not a mandatory element of the role. Module coordinators provide detailed guidance and support to PGTAs on their modules.

It is anticipated that PGTAs will lead up to 4 one-hour tutorial / seminar groups per week, usually on one module, although this will vary by module / subject area according to teaching requirements.

PGTAs are normally employed for the academic terms during which the module(s) they are supporting are delivered.

## Eligibility and Requirements

To be eligible to be considered for a PGTA position at SSEES you must:

1. Be a registered PGR student at UCL or another UK university, entering your 2<sup>nd</sup> or later year of study;
2. Have the right to work in the United Kingdom;
3. Have the approval of your principal PhD supervisor.

If, for any reason, you are not sure whether you can meet these three criteria, you are encouraged to contact us for further advice before making your application.

Academic knowledge of and enthusiasm for the subject, together with a commitment to supporting the learning of our undergraduate students, are essential. Prior teaching experience is not required, but is helpful.

PGTAs working on a student visa will be required to comply at all times with any visa restrictions [and UCL's policies and guidance about working in the UK](#) on a student visa.

For a full description of duties and a person specification, please refer to the Job Description and Person Specification.

## Benefits

In addition to remuneration, PGTA tutoring provides an excellent opportunity for PGR students to develop their teaching experience and advance their wider career development. SSEES is committed to supporting

its PGR and Early Career Researcher (ECR) community and aims to give all its PhD students the opportunity to undertake PGTA tutoring during their studies.

PGTAs are employed at Grade 6 on [UCL's Grade 6 scale](#), pro-rata, in line with the UCL [PGTA Code of Practice](#). PGTAs supporting Economics & Business modules receive a market supplement equivalent to a further 50% of salary.

PGTAs are employed on fixed-term contracts of employment, which set a minimum number of hours, with salaries paid monthly. PGTAs are also eligible to join the relevant UCL pension scheme.

It is not anticipated that PGTAs will work more than 180 hours per year as PGTAs, including preparation and contact time. Some additional duties (e.g. assessment and feedback work on the module(s) you support) will be paid via supplemental 'one-off' payments according to the volume of work completed.

Returning PGTAs benefit from incremental salary progression based on their prior experience, with each year of PGTA work at UCL equating to an additional spine point. (For those who have taught elsewhere, this would be the equivalent of two terms' worth of teaching.) Additionally, PGTAs accrue annual leave; this is automatically calculated and paid by UCL Payroll.

SSEES seeks to manage PGTAs' workloads and commitments to ensure that teaching duties do not interfere with their doctoral research and training.

PGTA workloads and contracted hours are calculated according to a defined set of workload tariffs, which provide for:

- contact hours,
- preparation time (at 3 hours per week),
- office hour time with students (at 1.5 hours per week),
- lecture attendance according to the module timetable, and
- mandatory training (see below).

The tariff for assessment and feedback work is calculated on a per-script / per-student basis and is arranged separately in line with guidance from the Faculty of Arts and Humanities. Not all modules require PGTA marking.

All SSEES PGTAs must enrol on and complete UCL's dedicated PGTA training programme, '[Arena One](#)', delivered by the [UCL Arena Centre](#). Further in-house induction and informal training is provided by SSEES staff. All UCL staff must complete UCL's [mandatory training](#). However, PGTAs who are required to complete the training as UCL students will not need to re-take these courses and will not be paid to do so.

## **Application Process**

To apply for a PGTA role, please complete the [online application form](#), as well as sending an up-to-date CV to [ssees.people@ucl.ac.uk](mailto:ssees.people@ucl.ac.uk). You should indicate in the application form which module(s) you are interested in being considered for (see list below).

For queries about the application process, please contact Madalina Rau, SSEES HR Officer, on [ssees.people@ucl.ac.uk](mailto:ssees.people@ucl.ac.uk). For queries about the roles, please contact the relevant Programme Area Coordinator (PAC) or Module Leader (see list below).

## **Modules Available**

For the 2024-25 Academic Year, SSEES is accepting applications for PGTAs for the modules overleaf. The number of tutorials/seminars we anticipate being PGTA-led is indicated in the right-hand column, but we may need to recruit to cover more or fewer classes depending on enrollment.

Details of individual modules can be found via the [UCL Module Catalogue](#).

### History programme area (PAC – Sergei Bogatyrev)

Module code and title	Module Leader	Term(s)	# of groups
HIST0483 – History of the Habsburg Monarchy	Jakub Benes	1 and 2	3
HIST0490 – History of Modern Germany 1815-1990	Anna Koch	1 and 2	4
HIST0721 – History of the Soviet Union	Sergei Bogatyrev	1 and 2	4
SEHI0003 – Frontiers of History	Egbert Klautke	1 and 2	7

### History, Politics and Economics (HPE) programme area (PAC – Diana Georgescu)

Module code and title	Module Leader	Term(s)	# of groups
SESS0050 – The Crisis of 1989 and the New Global Revolutions	TBC for 2024/25	1 and 2	6

### Economics and Business programme area (PAC – Elodie Douarin)

Module code and title	Module Leader	Term(s)	# of groups
SESS0007 – Introduction to Microeconomics	Sangaralingam Ramesh	1	8
SESS0008 – Introduction to Macroeconomics	Serena Merrino	2	11
SESS0010 – Contemporary Issues of International Business and Strategic Management	Erkin Sagiev	1	3
SESS0023 – Applied Econometrics	Svetlana Makarova	1	3
SESS0024 – Economic History and Ideas	Tomas Cvrcek	1 and 2	6
SESS0036 – Economics of Innovation	Slavo Radosevic	1	2

### Politics and Sociology programme area (PAC – Daniel Brett)

Module code and title	Module Leader	Term(s)	# of groups
SESS0006– Understanding and Analysing Data	Allan Sikk	1	4
SESS0013 – Understanding Society: Introduction to Social Theory	Chiara Amini	1	8
SESS0014 – Understanding Society: Introduction to Political Sociology	Jessie Barton-Hronesvoa	2	8
SESS0015 – Communism in the Soviet Union and Eastern Europe	Richard Mole	1	3
SESS0016 – Understanding Politics I: The Big Questions in Contemporary Europe	Michal Murawaski	1	12
SESS0017 – Understanding Politics II: How Politics Works	TBC for 24/25	2	11
SESS0018 – Communist Societies, 1945-1989	TBC for 24/25	2	4
SESS0033 – Comparative Political Analysis	Daniel Brett	1	7
SESS0034 – Researching Politics and Society	Michal Murawaski	2	7
SESS0044, SESS0045 – Soviet and Russian Foreign Policy	TBC for 24/25	1 and 2	2
SESS0052 – Parties and Elections in a Global Perspective	Allan Sikk	2	3
SESS0061 – Democracy and Democratisation	Daniel Brett	2	4
SESS0082 – Introduction to International Relations: concepts and ideas	Aglaya Snetkov	2	8