

CARDIFF  
UNIVERSITY

PRIFYSGOL  
CAERDYDD

# Learning To Teach In Higher Education





**As a PhD student in the School of English, Communication and Philosophy, you will be eligible to apply for the opportunity to teach first year undergraduate seminars in your subject section. If successful, you will be automatically enrolled in our flagship Learning to Teach in Higher Education programme, which you will complete alongside your teaching duties.**

Learning to Teach in Higher Education is a two-year, Master's-level module, which has been designed to support postgraduate tutors in the School of English, Communication and Philosophy with developing their small-group teaching skills. The module, which is compulsory for all postgraduate tutors in the School, has been designed to integrate with, and augment, the development, support and peer-review procedures already provided by the University Graduate College and the individual subject sections.

Learning to Teach in Higher Education has been accredited at Associate level by the Higher Education Academy (HEA), which is the leading professional body for higher education teaching and learning in the UK. This means that by meeting the necessary criteria to pass the module, you will also fulfil the requirements to attain HEA Associate Fellow status.

HEA Associate Fellow status will give you national recognition for your commitment to professionalism in the field of higher education teaching and learning, and will strengthen your applications for academic posts. Our module is one of the longest-established HEA-accredited teacher training programmes available in the UK for PhD students, and is one of only a tiny handful of such courses provided by HE institutions.



To complete the module you will be expected to:

- Attend two introductory teaching workshops - ‘Small Group Teaching in the Humanities’ and ‘Introduction to Assessment and Feedback in the Humanities’ – provided by the University Graduate College training centre
- Attend six Learning to Teach workshops in the School, each of 1.5 hours. Each workshop will focus on a specific theme relevant to your development as a tutor.
- Produce and collate a teaching portfolio of reflective accounts and documentary evidence to illustrate the development of your teaching and your engagement with the UK Professional Standards Framework for teaching and supporting learning in Higher Education. You will be guided through the production of your portfolio by the module leader, Dr Michael Willett.

Successful completion of the module will give you 20 transferable M-level credits. This means that if you secure a post as an early career lecturer in a university that requires you to undertake a teacher-training course, these credits will be taken into account and may enable you to take advantage of Recognition of Prior Learning (RPL) schemes.

As a notional guide, the module will take roughly 200 hours to complete. This includes an expectation of c.60 hours’ teaching across the two-year period, as well as attending the necessary workshops, undertaking critical pedagogical reading and assembling your teaching portfolio for assessment.



*I am proud of the flagship Learning to Teach programme in the School of English, Communication & Philosophy at Cardiff. Allowing you to meet the criteria for Associate Fellow of the Higher Education Academy, it offers a structured, supportive and smart frame in which to develop the skills you need to deliver teaching that inspires students – teaching that works. It also gives you the tools that enable you to reflect critically on how you support student learning, equipping you with the necessary self-awareness and capacity for flexibility that are the hallmarks of successful teachers.*

**Professor Damian Walford Davies, Head of School**

## Contact us

---

Formal and informal queries regarding Learning to Teach can be directed to Dr Michael Willett, programme leader and module coordinator. Michael can be contacted by email at [WillettMD@cardiff.ac.uk](mailto:WillettMD@cardiff.ac.uk), and is based in room 3.53, John Percival Building.

Enquiries regarding postgraduate teaching in ENCAP should be directed to Sarah Robertson, Academic Support Officer. Sarah can be contacted by email at [encap-ac@cardiff.ac.uk](mailto:encap-ac@cardiff.ac.uk) or by telephone on 029 20874503, and is based in room 2.71, John Percival Building.