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The University of Manchester

The University of Manchester

Institute of Teaching and Learning

**Enhancing your
teaching and
learning at
The University
of Manchester**

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Welcome

Welcome! Whether you are new to the University or an established member of staff, you are part of a growing community of colleagues who support teaching, learning and the student experience at The University of Manchester.

As a university we are committed to lifelong learning, and at the Institute of Teaching and Learning we are here to support you to deliver and achieve recognition for excellence in teaching and learning.

The University has a wide range of resources for developing your teaching and learning and it might be hard to know where to start and what direction to take with your development. This brochure is designed to help you explore the many opportunities available to you and to help you identify who to reach out to for support, wherever you are in your career journey.

We have embedded links (🔗) to all resources throughout. If you are viewing this as a hard copy you can use the QR code to take you to a digital copy of this brochure to access the relevant links.



As well as the opportunities shared here, we would also encourage you to discuss potential opportunities with your local team, line manager or mentor, or you might find it useful to look at the University's strategic goals around teaching and learning to consider how you can strategically align your development activities.

We hope that you find this brochure useful, and we look forward to supporting you.



Prof. Judy Williams
Associate Vice-President for Teaching, Learning and Students



Prof. Hannah Cobb
Academic Lead for Academic Development, Institute of Teaching and Learning

The University of Manchester Institute of Teaching and Learning

What is the Institute of Teaching and Learning?

The Institute of Teaching and Learning (ITL) is an academic centre created to support the University's strategic aim to deliver teaching excellence.

ITL has a dedicated team of academic and professional services colleagues who are committed to fostering and celebrating a culture of teaching innovation and excellence, through our work with individual colleagues, with teams and leading university-wide strategic projects. Through effective and collegial partnership, we enable ongoing professional development for the teaching aspects of your role, supported and tailored to meet your needs.

[Meet the team](#)

How can ITL help you?

To support your teaching and learning, ITL:

- delivers workshops, events and development programmes designed to help you develop your skills
- supports dedicated ITL Fellowships to drive forward research and innovation in teaching and learning
- runs institutional reward and recognition schemes to support colleagues who wish to apply for national and international awards for excellence in teaching
- offers online resources covering a wide range of topics and co-created with subject experts to support and guide your teaching development
- shares your good teaching practice institutionally and across the sector through our networks, partnerships and the ITL Teach, Explore, Apply blog



ITL open workshop programme

The ITL open workshop programme provides you with opportunities to explore, develop and share practice on different aspects of teaching and learning, including:

- assessment and feedback
- inclusive education
- curriculum design and development
- student engagement and partnership
- quality enhancement
- flexible and digital learning
- reflection and professional development
- scholarship of teaching and learning

These standalone sessions are open to all staff involved in teaching and learning. Workshops are delivered by University and sector colleagues who share their expert practice, research and reflection to support your development, and provide forums for discussion of pedagogical approaches, innovations and challenges in teaching and learning.

[ITL open workshop and events](#)

An excellent, thought provoking and clearly necessary session.

It was really lovely to have some time set aside to really think about an issue I've been struggling with.

It's been brilliant. It was clear that the presenters were very knowledgeable... it was eye-opening and inspiring.

It was the most impactful event I have attended in years.

So helpful and good to be able to share experiences and problems.

ITL academic development programmes

ITL offers training and development programmes to help you to enhance and achieve recognition for your teaching and learning practice.

Leadership in Education Awards Programme (LEAP)

The Leadership in Education Awards Programme (LEAP) supports you in documenting and evidencing your teaching excellence. The programme is accredited by Advance HE to award Associate, Fellow, Senior and Principal Advance HE fellowships and is an opportunity for you to receive a formal, internationally recognised qualification for your teaching and learning practice.

LEAP offers a wide range of support including workshops, online resources and a peer support scheme, all designed to help you reflect on your practice and produce your application. The programme is open to all colleagues who support teaching and learning activity at the University.

[Leadership in Education Awards Programme \(LEAP\)](#)

Since 2016, LEAP has awarded over **1300 Advance HE fellowships** to staff and students who teach and support learning at the University.

Leaders in Teaching Programme

The Leaders in Teaching Programme brings together academic and professional services colleagues from across the University who are in, or aspiring to, teaching and learning leadership positions.

The programme explores topics such as the development of teams and collaboration, effective communication, awareness and influence, being well, and leading change and responding to challenges.

Over the course of six months, the programme offers a combination of workshops, fieldwork and peer learning to help you develop your leadership in teaching and learning settings.

[Leaders in Teaching Programme](#)



I would recommend this course to anyone who is interested in professional development, especially in moving into leadership roles within the University, and wants the supportive space to learn and explore ideas that can help to create practical solutions.



ITL Fellowships and projects

ITL coordinates and supports a wide range of projects designed to enhance teaching excellence across the University. To drive forward research and innovation in teaching and learning, ITL supports a number of ITL Fellows each year.

ITL Fellows are academic, professional or technical services colleagues from across the University who work with ITL on strategic short-term projects to enhance student experiences and outcomes. The projects are co-delivered with students as partners, and the outputs and outcomes from the projects are shared across the institution, supporting the University to achieve its goals in teaching and learning.

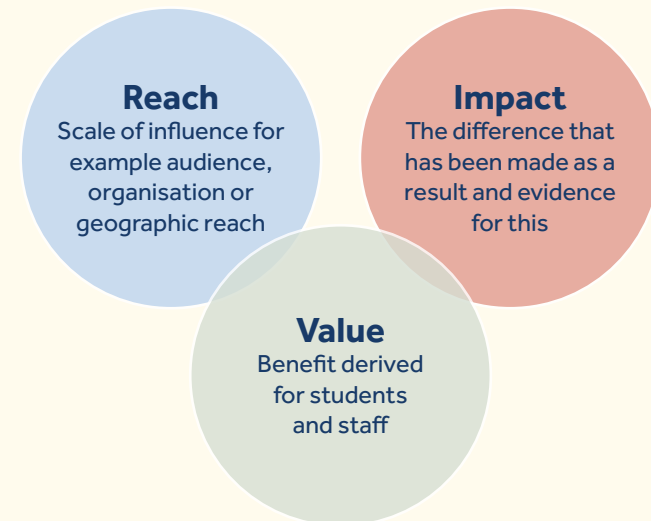
ITL Fellowship opportunities are available each year through a competitive recruitment process. You can find out more about previous ITL Fellowships and projects, as well as how to apply, on the ITL website.

[ITL Fellowships and projects](#)



Recognition for your teaching excellence

If you are engaged in great teaching and learning, you might want to consider how you evidence this so that you can draw upon it if you intend to apply for promotion or for internal and external awards. A helpful set of criteria that are increasingly being used at the University, and across the sector, are the concepts of Reach, Value and Impact.



Teaching Excellence Awards

ITL is committed to recognising and rewarding teaching excellence and coordinates the University's annual Teaching Excellence Awards. Teaching Excellence Awards recognise significant and sustained commitment to excellence in the delivery and support of teaching and learning. Awards are made in five categories, aligned with the University's goals in teaching and learning. Nominations are welcomed from academic, technical or professional services staff and can recognise individuals or teams.

[Teaching Excellence Awards](#)

Advance HE National Teaching Excellence Awards – Pipeline Programme

ITL offers an annual development programme for colleagues who would like to work towards applying for Advance HE's National Teaching Fellowship Scheme (NTF) or Collaborative Award in Teaching Excellence (CATE). This programme is delivered in collaboration with colleagues from partner institutions, and provides opportunities to expand your network and hear from award winners from across the sector.

[National Teaching Fellowship \(NTF\) Pipeline Programme](#)

[Collaborative Award for Teaching Excellence \(CATE\) Pipeline Programme](#)

ITL also supports colleagues applying for other sector awards such as Pearson's HEInnovate and TimesHigher.

[Teaching awards](#)



The NTF/CATE pipeline programme got me in a room with a diverse range of nominees. It made the process more communal and allowed me to see roughly the level my application was at. Even though the application is about you and your work, it was good to feel part of a group with a task – we were all going for the same thing, just at different times. This made the process feel less competitive and more supportive.



**Prof Adam Danquah,
National Teaching Fellow**

ITL resources, toolkits and networks

Resources and toolkits

ITL provides a wide range of online resources to support your teaching, learning and professional development. These include guidance and toolkits developed by the ITL team, as well as those created in collaboration with and by colleagues from across the University who are experts in their field.

Resources include guidance and tips on topics such as:

- **delivering blended learning**
- **assessment and feedback**
- **supporting students**
- **inclusive education**
- **the University's Statement of Teaching Expectations**

You can also explore the guidance and toolkits provided across faculties and local areas, such as the toolkits and essential policy resources from Teaching and Learning Delivery.

If there is a particular topic or resource that you would find helpful in the future, or if you would like to share your expertise and develop a resource, please contact the ITL team at: teaching.learning@manchester.ac.uk.

ITL Teach, Explore, Apply (TEA) blog and Times Higher Campus+

The Institute's TEA (Teach, Explore, Apply) blog enables you to share good practice and experience in teaching and learning with colleagues, students and beyond the University. Case studies from staff and students explore a range of topics related to teaching and learning including student partnership and student engagement, blended learning, inclusive teaching and teaching awards.

[ITL Teach, Explore, Apply \(TEA\) blog](#)

The University is partnered with Times Higher Education, which provides access to a large international pedagogical audience.

If you would like to share your good practice or experience with colleagues across the University and beyond, please contact the ITL team at: teaching.learning@manchester.ac.uk.



Networks

ITL is part of, and coordinates, internal and external teaching, learning and scholarship networks enabling colleagues to share good practice across the sector.

ITL's Teaching and Learning Online Network (TALON) on Yammer provides colleagues with the opportunity to share skills, events and expertise in teaching, learning and assessment and to seek help and advice from colleagues around the University.

[Teaching and Learning Online Network \(TALON\) on Yammer](#)

ITL is also part of external networks such as UKAT (UK Advising and Tutoring), SEDA (Staff and Educational Development Association) and more.

Support for teaching and learning development in your Faculty

As well as the support available from the Institute of Teaching and Learning, each Faculty has a range of dedicated and specialised opportunities to support your teaching and learning development.

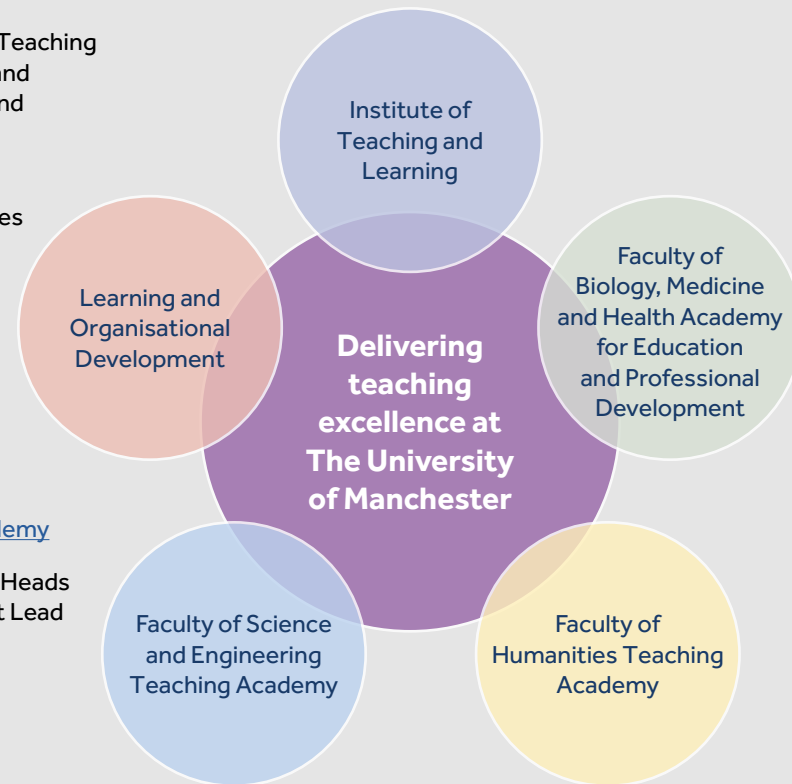
The Teaching Academy within your faculty is a good starting point to find out more about the opportunities available, but additional support, teaching networks, and training and development activity is also available at school, divisional/departmental and local level.

[Faculty of Biology, Medicine and Health Academy for Education and Professional Development](#)

[Faculty of Humanities Teaching Academy](#)

[Faculty of Science and Engineering Teaching Academy](#)

Your School Director of Teaching and Learning, local Heads of Education or Teaching and Learning Enhancement Lead will be able to advise you further.



Teaching Assistants and Graduate Teaching Assistants

A Teaching Assistant or Graduate Teaching Assistant (or TA/GTA) is a person employed on an hourly basis to provide teaching and learning support to academic staff and programmes. They are an integral part of the teaching team and help ensure the smooth running of courses.

TAs/GTAs can be involved in teaching and learning in a variety of ways including delivering or supporting teaching activity in different settings, assisting marking and providing constructive feedback, and undertaking some administrative duties. The role and responsibilities of each TA/GTA will vary depending on the needs of your local area.

[Directorate of People and Organisational Development Teaching Assistant Hub](#)

Training and development for TAs and GTAs

Each Faculty runs their own programme of specific TA/GTA training, which should be undertaken by all TA/GTAs. Depending on the nature of the role, you may also need to undertake more localised training in your school, division, department or subject area.

[Faculty of Biology, Medicine and Health Teaching and Demonstrating](#)

[Faculty of Humanities TA Hub](#)

[Faculty of Science and Engineering GTA Hub](#)

TAs and GTAs can also gain recognition for their teaching and learning practice through the University's Leadership in Education Awards Programme (LEAP). LEAP is accredited by Advance HE to award Advance HE fellowships.

[Leadership in Education Awards Programme \(LEAP\)](#)

PG Certificate in Higher Education

New Academics Programme

The PGCert in Higher Education is a postgraduate qualification offered by the Manchester Institute of Education. It is open to all academic and professional services staff at the University and is an opportunity to learn more about the professional context in which you work.

The programme is designed to introduce you to relevant literature and theory so that you can:

- **challenge and develop the ways in which you think about higher education**
- **develop a deeper understanding of the national and global Higher Education context**
- **progress your professional confidence, personal effectiveness and long-term career strategies to ensure that you undertake your role as rewardingly as possible**

The programme brings together colleagues from across the University and offers a combination of face-to-face seminars, online learning and discussion. Participants are encouraged to draw extensively on their roles and day-to-day professional practices.

[PGCert in Higher Education](#)

The New Academics Programme (NAP) is part of a University-wide approach to support new academics and to equip academic staff with the skills they need to carry out their research, teaching and learning, and other duties at the highest level.

The NAP covers all aspects of academic development to support you in developing your skills, confidence and expertise whether you are new to an academic career or an academic colleague new to the University. The NAP is accredited by Advance HE and successful completion will entitle you to Fellowship of Advance HE.

Each faculty runs their own NAP pathway to contextualise learning within your discipline and to connect you with peers, experts and leaders across your faculty.

[Faculty of Biology, Medicine and Health New Academics and Fellows Programme](#)

[Faculty of Humanities New Academics Programme \(HNAP\)](#)

[Faculty of Science and Engineering New Academics Programme](#)

Support in the Faculty of Biology, Medicine and Health

The Faculty of Biology, Medicine and Health is home to more than 11,000 students. The integration of discovery biology, clinical application and patient care enables staff to deliver a truly translational approach to the life sciences. To support this goal, the Faculty's development framework for teaching and learning is aligned with the University's core goals and Faculty strategy for Teaching, Learning and Students. The framework is informed by an ethos to deliver 'transformative teaching and learning', 'co-creation' and to create a 'community of practice'. It covers four key themes – teaching quality and delivery, teaching practice, learning environment and the student experience.

The Faculty of Biology, Medicine and Health offers individual workshops, online learning opportunities and full development programmes to support your teaching through the different stages of your academic career.

Teaching and learning development opportunities and resources are designed to ensure that all those who contribute to Faculty programmes can engage with sound pedagogy, share good practice in teaching, learning and student experience, and deliver excellence in teaching and learning.

[Support for teaching](#)

[Support for online teaching and learning](#)

[Technology Enhanced Learning and Design training and support](#)

[PG Certificate in Medical and Health Education](#)
(created in collaboration with the Royal College of Physicians Edinburgh)

Find out how the Faculty recognises excellence in teaching, learning and student support.

[Faculty of Biology, Medicine and Health – Teaching awards](#)

Contacts

These key contacts can provide you with further information about the support available in your Faculty, School or discipline for your teaching and learning development.

[Faculty of Biology, Medicine and Health teaching, learning and academic development team](#)

[Faculty of Biology, Medicine and Health eLearning support and training](#)

[School of Biological Sciences key contacts](#)

[School of Health Sciences key contacts](#)

[School of Medical Sciences key contacts](#)

Support in the Faculty of Humanities

The Faculty of Humanities is home to more than 21,000 students and has one of Europe's largest and most diverse range of focuses in the humanities and social sciences. To match our ambitious teaching portfolio we have ambitious aims for supporting staff teaching and learning development. Our dedicated Teaching Academy outlines our principles and guidance for blended learning and provides a wide range of resources and opportunities to support your development.

The Faculty of Humanities Teaching Academy brings together a range of enhancement activities, from training programmes and workshops, showcases and awards, to toolkits and online resources to support your teaching and learning development wherever you are in your teaching journey.

Activities and resources are designed to enable you to share your good practice in teaching and learning, and to learn from others' examples of teaching excellence from across the Faculty.

["What works in teaching" toolkit \(including good practice library and podcast series\)](#)

[Support for teaching with technology – Teaching Online Workshop Series](#)

[eLearning training, support and resources](#)

Find out how the Faculty recognises excellence in teaching, learning and student support:

[Faculty of Humanities Outstanding Staff Awards](#)

Contacts

These key contacts can provide you with further information about the support available in your Faculty, School or discipline for your teaching and learning development.

[Faculty of Humanities Teaching Academy](#)

[teaching support](#)

[Faculty of Humanities eLearning training and support](#)

[AMBS Teaching and Learning Support](#)

[AMBS Teaching and Scholarship Network](#)

[SALC Teaching and Learning Support site](#)

[SALC's Teaching Innovation Collective](#)

[SEED Teaching and Learning Support](#)

[SOSS Teaching and Learning Resource](#)

Support in the Faculty of Science and Engineering

The Faculty of Science and Engineering has a proud history of innovation and a pioneering spirit and has the expertise to provide its over 12,000 students with a world-class environment for teaching and learning. Our mission, led by the FSE Teaching College, is to develop and drive excellence in the learning environment and student experience, influenced by student collaboration, scholarship and professional practice in industry.

The Faculty of Science and Engineering's dedicated Teaching Academy (which is part of the Teaching College) offers a range of development opportunities such as comprehensive training programmes, showcase events, access to online resources, teaching networks and support from departmental Teaching and Learning Enhancement Leads.

These opportunities and resources are designed to help you develop your teaching practice and to enable you to build networks, share good practice, and seek practical advice, guidance and support from experienced teaching colleagues from across the Faculty.

[Development programmes to support your teaching and learning](#)

[Faculty Peer Review of Teaching programme](#)

[FSE Teaching Academy resources](#)

[FSE Teaching Academy events including the SETA showcase](#)

[FSE Teaching Academy newsletter](#)

Find out how the Faculty recognises excellence in teaching, learning and student support.

[Faculty of Science and Engineering Teaching Awards](#)

FSE Teaching Focussed Network

The FSE Teaching Focussed Network is open to staff on a teaching and scholarship or teaching focussed contract. The network is an opportunity for you to meet with colleagues who share a passion for teaching, learning and the student experience and to get advice and support with teaching conferences, promotions and pedagogic publications.

[Join the Teaching Focussed Network](#)

Contacts

These key contacts can provide you with further information about the support available in your Faculty, School or discipline for your teaching and learning development.

[Faculty of Science and Engineering Teaching Academy](#)

[Faculty of Science and Engineering eLearning support and training](#)

[Faculty of Science and Engineering Teaching and Learning Enhancement Leads](#)

Faculty of Science and Engineering Teaching college at
@ FSEteachingcollege@manchester.ac.uk

Support from Learning and Organisational Development (L&OD)

The University's Learning and Organisational Development (L&OD) team provides a wide range of resources, programmes, and opportunities to all University staff to support personal and professional development and career progression.

[Learning and Organisational Development](#)

Developing as a leader, manager or supervisor at the University

L&OD offers a suite of leadership and management programmes and tools to help you develop your leadership and management skills. There are different opportunities and resources available to support you at different stages of your career.

Development programmes are delivered in mixed cohorts of colleagues in different roles and areas of the University.

[Development opportunities and resources to help you develop as a leader, manager or supervisor](#)

To enable leaders and managers at the University to maximise their potential, our leadership and management programmes are underpinned by the University's Leadership Framework or the University's Management Development Framework.

To help you identify the development opportunities that would be most suitable for you, you can use the self-assessment tools with your line manager.

[The Leadership Capability 360° Self-Assessment Tool](#)

[The Management Framework Self-Assessment Tool](#)

Coaching

L&OD offers coaching and mentoring workshops, programmes and resources to provide you with the additional guidance and one-to-one support to help you excel in your role.

Coaching is a way of giving individuals the space and time to think and is an opportunity to facilitate learning and development in a confidential and structured way. The University has a pool of colleagues who are qualified coaches. A coach does not need to have direct experience of your role or area of work. The role of a coach is to ask questions that help you to explore and determine your own way forward. Coaching relationships are normally short term, with a set duration to focus on specific goals.

[Coaching – find out more about coaching or apply for a coach](#)

Mentoring – Manchester Gold

Mentoring enables you to focus on your career and personal development more broadly, over a longer period and in a more informal manner. A mentor is typically more experienced and qualified than the mentee and is someone who can pass on knowledge, experience, and guidance.

[Manchester Gold](#) supports staff career development by linking them with a mentor. Mentors and mentees work together for a nine-month period and are supported by workshops run by L&OD. Applications open once a year and all staff are eligible to apply. You can apply to be a mentee, a mentor or both.

[Mentoring – find out more about mentoring or apply for Manchester Gold](#)

Running for over 16 years, Manchester Gold has supported over **900** colleagues

91% of mentees felt they achieved their goals and objectives

Learning for All – short courses from L&OD

The L&OD open workshop programme, 'Learning for All', offers short open courses for staff at all stages of their career to support your career and professional development. The wide range of courses explores topics including project management, communication skills, health and safety, leadership and management, and personal effectiveness. Courses offer a blended learning experience which includes self-directed learning activities and interactive facilitated workshops.

[Learning for All – L&OD short courses](#)

Online self-development platforms

Through L&OD you have access to several online self-development platforms such as the University's own Learning and Development Toolkit as well as popular platforms like LinkedIn Learning and Mindset.

These online development platforms enable you to access expert led resources and activities that support your development, in different formats and on a wide range of topics at a time, and pace, to suit you.

[Online self-development platforms available from L&OD](#)

Key contacts and useful links

Institute of Teaching and Learning

ITL team:

@ teaching.learning@manchester.ac.uk

Leadership in Education Awards Programme (LEAP):

@ leap.cpd@manchester.ac.uk

🔗 www.staffnet.manchester.ac.uk/umitl

Faculty of Biology, Medicine and Health

BMH Academic Development team:

@ acadresdev@manchester.ac.uk

🔗 www.staffnet.manchester.ac.uk/bmh/ps-activities/training

Faculty of Humanities

Humanities academic development team:

@ HNAP@manchester.ac.uk

🔗 www.staffnet.manchester.ac.uk/humanities/teaching-support/teaching-academy

Faculty of Science and Engineering

FSE Teaching Academy:

@ fse.cpd@manchester.ac.uk

FSE New Academics Programme (NAP) team:

@ fse.nap@manchester.ac.uk

🔗 www.staffnet.manchester.ac.uk/fse/teaching-college/teaching-academy

Learning and Organisational Development

Learning and Organisational Development:

@ learning-od@manchester.ac.uk

🔗 www.staffnet.manchester.ac.uk/staff-learning-and-development

Our future: strategic vision and plan

🔗 www.manchester.ac.uk/discover/vision

🔗 www.staffnet.manchester.ac.uk/our-future

Contact the Institute of Teaching and Learning:
teaching.learning@manchester.ac.uk

www.staffnet.manchester.ac.uk/umitl

