

## Defined Roles and Rates of Pay for Casual Work up from 2 August 2018 to 1 August 2019

The University reviews the rates of pay it offers for casual work annually and any changes will be effective from the first Sunday in August.

| Grade  | Annual Salary | Hourly Rate of Pay | Hourly Holiday Pay | Total Hourly Rate (including holiday Pay) |
|--|---------------|--------------------|--------------------|---|
| 9  | £50,132       | £25.71             | £4.67              | £30.38                                    |
| 8  | £40,792       | £20.92             | £3.80              | £24.72                                    |
| 7  | £30,395       | £15.59             | £2.83              | £18.42                                    |
| 6  | £27,025       | £13.86             | £2.52              | £16.38                                    |
| Clinical Lecturer / Clinical Lecturer – Teaching Focused         | £31,931       | £15.35             | £2.79              | £18.14                                    |
| Clinical Research Fellow   |               |                    |                    |   |
| Clinical Dental Tutor / Clinical Dental Tutor – Teaching Focused |               |                    |                    |   |
| Clinical Senior Lecturer / Senior Lecturer – Teaching Focused    | £51,176       | £24.60             | £4.47              | £29.08                                    |
| 500  | £22,277       | £11.90             | £2.16              | £14.06                                    |
| 400  | £19,156       | £10.23             | £1.86              | £12.09                                    |
| 300  | £16,716       | £8.93              | £1.62              | £10.55                                    |
| 200  | £15,818       | £8.45              | £1.54              | £9.99                                     |

### Rates of pay for specific job roles

| Role                                  | Hours worked for each teaching contact hour  | Teaching Contact Hourly Rate of Pay | Teaching Contact Hourly Holiday Pay | Total Teaching Contact Hourly Rate (including holiday Pay) |
|---------------------------------------|--|-------------------------------------|-------------------------------------|--|
| Postgraduate Demonstrator             |  | £13.86                              | £2.52                               | £16.38   |
| Small Group Teacher                   | The rate of pay is for 2 hours work for each hour of contact time: 1 hour teaching, 1 hour prep and follow-up.                   | £27.72                              | £5.04                               | £32.76   |
| Visiting Lecturer                     | The rate of pay is for 2.5 hours of work for each hour of contact time: 1 hour teaching, 1.5 hours of preparation and follow-up. | £50.78                              | £9.23                               | £60.01   |
| Clinical VL (new Honorary Consultant) | The rate of pay is for 2.5 hours of work for each hour of contact time: 1 hour teaching, 1.5 hours of preparation and follow-up. | £92.26                              | £16.77                              | £109.03  |

### Marking

The rate for a Small Group Teacher is per contact hour (plus holiday pay) where each contact hour includes pay for 1 hour's class contact plus 1 hour's preparation and follow-up work. The primary purpose of the additional hour is to enable the Small Group Teacher to prepare his/her material for the class but duties may include the marking (evaluation) of work produced by students outside the time of the class itself.

Inevitably, after the time for preparation has been taken out, the time left for other duties, including marking, is limited such that it is likely to be restricted to relatively short and simple evaluation tasks which can be accomplished in the time available. If substantial amounts of marking are required, eg essays, it is likely that provision would have to be made separately to pay for this work. An hourly rate (without preparation and follow-up time ie at 'plain' time) is provided for this purpose.

Managers who are contracting for such work to be carried out should therefore:

- Assess the time which will be required to prepare for the delivery of each hour's class contact time;
- Determine what, if any, other specific duties are required and whether they can be encompassed within the remainder of the hour;
- In so far as the duties are expected to take longer than one hour, assess and contract for the additional work to be carried out.

It should be noted that, where a Small Group Teacher is contracted for a series of class contact hours, the additional duties may be aggregated over the duration of the assignment.

**Note:** The principles set out above apply also to Visiting Lecturers (Teaching Fellows), who are allocated one and a half hours of preparation and follow-up time for each contact hour. This may mean that there is greater capacity within the preparation and follow-up time allocated for marking but, depending on the volume, separate provision may have to be made for any balance of marking or other duties which cannot be encompassed within the contracted time.