1 Advertisement

Post Title: Senior Lecturer Education & Scholarship
School/department: Engineering and Informatics/Engineering and Design
Hours: Full time or part time hours considered up to a maximum of 1.0 FTE
Requests for flexible working options will be considered (subject to business need).
Contract: Permanent
Reference: 8053
Salary: starting at £51,799 to £60,022 per annum, pro rata if part time
Placed on: 6 June 2022
Closing date: 28 June 2022. Applications must be received by midnight of the closing date.
Expected start date: 5 September 2022 or as soon as possible

The Department of Engineering and Design at the University of Sussex is looking to appoint a Senior Lecturer in Engineering with focus on teaching and admin duties. The Department is a part of the School of Engineering and Informatics, which delivers world-class research and high-quality teaching in automotive and mechanical engineering, electrical and electronic engineering, product design as well as in computer science.

The successful candidate will have proven experience in designing courses and modules as well as delivering teaching at university level. We are looking for candidates who understand well the British higher education system and can integrate swiftly into our department. The successful applicant will be responsible for devising and delivering teaching for the Department in our mechanical and mechanical with robotics courses.

Post-holders will be expected to show academic leadership in teaching, and to support the management and strategic planning processes of the School and the University Applications should be accompanied by a full CV and statement indicating ways in which the applicant could contribute to teaching across the Department. Informal enquiries may be addressed to Dr Romeo Glovnea, the Head of Department: r.p.glovnea@sussex.ac.uk

The University is committed to equality and valuing diversity, and applications are particularly welcomed from women and black and minority ethnic candidates, who are under-represented in academic posts in Science, Technology, Engineering, Medicine and Mathematics (STEMM) at Sussex.

For full details and how to apply see our vacancies page

The University of Sussex values the diversity of its staff and students and we welcome applicants from all backgrounds.

2.   The School / Division

Please find further information regarding the school/division at
https://www.sussex.ac.uk/engineering/

3.   Job Description

Job Description for the post of: Senior Lecturer (Education & Scholarship)

Department: Engineering and Design

Section/Unit/School: Engineering and Informatics

Location: Falmer/Brighton United Kingdom

Grade: 9

Responsible to: Head of Department

Responsible for: Job Title of direct line reports (if applicable)

PRINCIPAL ACCOUNTABILITIES

1.   To provide academic leadership in the design and delivery of high-quality teaching programmes.

2.   To support the management activities of the School and University, and undertake a key role in School or University working groups or committees, as required.

KEY RESPONSIBILITIES

1.   Teaching & Student Support

1.1   Lead the innovative design, development and delivery of a range of programmes of study at various levels.

1.2   Ensure that course design and delivery comply with the University quality standard and regulations, and take responsibility for the quality of programme units.

1.3   Regularly review and update course content and teaching materials, ensuring that they remain up-to-date and relevant, incorporating advances in the subject area and utilising appropriate technology.

1.4   Set, mark, and assess coursework and examinations; select appropriate assessment instruments and assessment criteria; and provide constructive and comprehensive feedback to students.

1.5   Actively maintain an understanding of appropriate pedagogy in the subject area.

1.6 Provide academic leadership to those working within programme areas, e.g. as a course leader.

1.7 Supervise taught postgraduate students, providing advice on study skills.

1.8 Undertake and complete administrative duties required in the professional delivery of teaching.

1.9 Undertake academic advising duties, and provide first-line support for sensitive issues, referring on as appropriate to services providing further assistance.

1.10 Adopt an approachable and accessible attitude towards students, offering office hours, informal advice etc.

1.11 Contribute to the development of teaching and learning strategies and work in conjunction with others to apply subject knowledge to practice.

1.12 Provide first line support for colleagues, referring them to sources of further help is required.

1.13 Lead and develop external networks, for example by being an external examiners or assessor.

1.14 Develop links with external contacts such as other educational bodies, employers and professional bodies to foster collaboration.

2. Scholarship & Enterprise

2.1 Contribute to the development of School scholarship strategies and themes.

2.2 Identify and develop research objectives and proposals for own or joint pedagogic research and develop ideas for application of research outcomes.

2.3 Producing high quality pedagogic research outputs that have significant impact in the field for publication or performance/exhibition as appropriate.

2.4 Actively build internal and external contacts, and play a key role in internal networks and relevant external networks in order to, for example, identify sources of funding, secure student placements, and build relationships for future activities.

2.5 Develop links with external contacts such as other educational bodies, businesses, the public sector, and professional bodies to foster collaboration and potentially generate a source of income.

2.6 Provide academic leadership to those working within relevant research or scholarship areas ie. Education portfolio.

2.7 Play a role in a relevant national professional body or recognised events.

2.8 Continually update knowledge and understanding in field or specialism, and engage in continuous professional development.

2.9 Engage in pedagogic and practitioner research and other scholarly activities

2.10 Contribute to the development of education strategies

2.11 Act as a referee and contribute to peer assessment

3. Contribution to School & University

3.1 Attend and contribute to School meetings.

3.2 Contribute to School-level strategic planning, and University-level strategic planning processes if required.

3.3 Engage in activities beyond day-to-day teaching duties, for example Admissions Days.

3.4 Assist with undergraduate and postgraduate recruitment.

3.5 Chair and/or play a key role in School or University working groups or committees, as required.

3.6 Undertake an administrative or organisational role within the School e.g. Library Representative, Year Tutor, Exam Board Chair, or personal/academic tutoring.

3.7 Advise and provide support to less experienced colleagues, and conduct Performance and Development Reviews, as required.

3.8 Conduct risk assessments and take responsibility for the health and safety of others, if required.

3.9 Undertake additional administrative duties, as required by the Head of School.

4. Role-specific duties

4.1 Contribute to course planning and delivery of the TNE programme (with Zhejiang Gongshang University, China), as required

4.2 Contribute to curriculum design, planning and delivery of engineering apprenticeship programmes under the new Institute of Technology, as required

This Job Description sets out current duties of the post that may vary from time to time without changing the general character of the post or level of responsibility entailed.

INDICATIVE PERFORMANCE CRITERIA

1. Evidence of novel or innovative approaches to teaching supervision or assessment, including appropriate uses of technology.

2. Sustained high-quality teaching across both undergraduate and postgraduate portfolios, as evidenced by surveys, questionnaires and peer review.

3. Evidence of the integration of scholarship and professional practice with teaching activities.

4. Evidence of external profile, such as membership of professional body, editorial board or similar.

5. Evidence of a capacity to contribute creatively and constructively to the management of School business.

6. Evidence of successful management of more junior and/or support staff where such opportunities exist.

7. Responsible and effective involvement in the broader arena of the School and/or University including, where appropriate, a role providing support, pastoral care and guidance to students or colleagues.

4.   Person Specification

PERSON SPECIFICATION

ESSENTIAL CRITERIA

1.   Normally educated to doctoral level, or other equivalent qualification, or appropriate level of experience, as appropriate to the discipline (see role-specific criteria below).

2.   Excellent interpersonal skills, with the proven ability to engage with students using a variety of different methods.

3.   Significant experience of high-quality teaching at undergraduate and postgraduate level.

4.   Experience of successful curriculum design or re-design.

5.   Significant experience of supervising postgraduate students.

6.   Evidence of proactive contribution to School and/or University.

7.   Excellent presentation skills, with the proven ability to communicate effectively, both orally and in writing, with students, colleagues and external audiences.

8.   Leadership and people management skills.

9.   Ability to exercise a high degree of innovation and creative problem-solving.

10.   Excellent organisational and administrative skills.

11.   Ability to prioritise and meet deadlines.

12.   A willingness to participate in support activities beyond normal teaching duties.

13.   Excellent IT skills, with the ability to produce high-quality learning support materials.

ESSENTIAL ROLE-SPECIFIC CRITERIA

1.   Experience in setting up and delivering engineering apprenticeship programmes

2.   Familiarity with the requirements of the accreditation with professional bodies, of engineering programmes

DESIRABLE CRITERIA

1.   Evidence of an education portfolio with significant focus on scholarship