1 Advertisement

Post Title: Lecturer (teaching and scholarship)
School/department: School of Life Sciences
Hours: Part-time hours up to a maximum of 0.5 FTE
Requests for flexible working options will be considered (subject to business need).
Contract: fixed term until 31 July 2021
Reference: 7051
Salary: starting at £37,467 to £40,927 per annum, pro rata if part time
Placed on: 5 November 2021
Closing date: 18 November 2021 Applications must be received by midnight of the closing date.
Expected Interview date: to be confirmed
Expected start date: to be confirmed

The School of Life Sciences wishes appoint a temporary lecturer to deliver Undergraduate (BSc) and Masters (MSc) level education, with a specific focus on ecology, conservation biology and animal behaviour. The post will support and enhance teaching within our growing undergraduate degree programmes in Biology, Ecology, Conservation and Zoology, and our MSc programmes. The Lecturer will provide excellent teaching and learning, including research project/dissertation supervision, lectures, workshops, field courses in the UK and abroad, and tutorials. They will contribute to the full range of marking, moderation, examination and assessment duties. The School has a particular emphasis upon high-quality assessment and feedback in support of student experience.

The Evolution, Behaviour & Environment (EBE) subject group at Sussex has strengths in ecology and conservation, social insect biology, animal behaviour and evolution. Major research initiatives include the interdisciplinary Sussex Sustainability Research Programme.

Please contact Prof. Adam Eyre-Walker (a.c.eyre-walker@sussex.ac.uk) for informal enquiries.

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
3. **Job Description**

Job Description for the post of: Lecturer (teaching and scholarship)

**Department:** Evolution, Behaviour and the Environment

**Section/Unit/School:** School of Life Sciences

**Location:** John Maynard Smith Building

**Grade:** 7

**Responsible to:** Head of School

**Responsible for:** n/a

**PRINCIPAL ACCOUNTABILITIES**

1. To deliver and contribute to the design of high-quality teaching programmes to attract students.

2. To contribute fully to the School and University by participating in meetings, working groups, committees and other School and University activities.

**KEY RESPONSIBILITIES**

1. **Teaching & Student Support**

1.1 Contribute to the planning, delivery and assessment of high-quality undergraduate and postgraduate teaching, in liaison with the relevant programme and course convenors.
1.2 Contribute to the development, design and management of courses and new curriculum proposals that are attractive to students.

1.3 Ensure that teaching content, methods of delivery and learning materials will meet the defined learning objectives, including the use of 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 Ensure that teaching materials remain up-to-date and relevant, incorporating advances in the subject area into the course of study.

1.6 Develop and maintain an understanding of appropriate pedagogy in the subject area and respond to challenges.

1.7 Supervise the work of undergraduate and taught postgraduate students, providing them with advice on study skills, projects, fieldwork and placements.

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

1.9 Make a significant contribution to the accreditation of courses and quality-control processes.

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

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

1.12 Transfer knowledge in the form of practical skills, methods and techniques.

1.13 Supervise the work of students, provide advice on study skills and help them with learning problems.

2. **Scholarship & Enterprise**

2.1 Individually or with colleagues, explore opportunities for enterprise activity, third stream income and/or consultancy.

2.2 Build internal contacts and participate in internal networks and relevant external networks in order to form relationships and collaborations.

2.3 Supervise doctoral students as part of a supervision team, as appropriate to the discipline.

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

2.5 Translate knowledge of advances in the subject area into the course of study
2.6 Undertake scholarship to inform education to ensure excellent learning experience for students

3. Contribution to School & University

3.1 Attend and contribute to School meetings.

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

3.3 Assist with undergraduate and postgraduate recruitment.

3.4 Participate in School or University working groups or committees, as required.

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

4. Role-specific duties

4.1 Deliver teaching in the field of Conservation Biology and Ecology.

4.2 Organise and lead field courses in the UK and abroad

4.3 Undertake identified administrative tasks within the subject

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. High quality teaching performance across a range of teaching activities, at different levels (year 1 undergraduate to postgraduate) appropriate to the discipline; as evidenced by surveys, questionnaires and peer review.

2. Evidence of skill in assessment and feedback techniques, and using a range of methods for evaluating the effectiveness of teaching.
3. Demonstrable contribution to the planning and development of courses.
4. Delivering a teaching load in line with School expectations.
5. Evidence of applying knowledge arising from scholarship to enhance teaching practice.
6. Evidence of active engagement in advising students and proactively responding to problems experience by students.
7. Completion, within a reasonable period of time, of a recognised higher education teaching qualification.
8. Efficient and effective contribution to academic support duties within the School or the University.
9. Initiating, developing or participating in links between the University and external bodies such as business and industry, the professions, community organisations and policymakers.
10. Evidence of successful engagement in PhD supervision as appropriate to the discipline.
11. Efficient and effective contribution to academic support duties within the School or the University.

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 ability to engage with students using a variety of teaching methods.

3. Experience of teaching at undergraduate level.

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

5. Ability to work individually on own initiative and without close supervision, and as part of a team.

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

7. Excellent organisational and administrative skills.

8. Ability to prioritise and meet deadlines.
9. A willingness to participate in student support activities beyond required teaching duties.

10. Excellent IT skills, with the ability to produce high-quality, inclusive learning materials.

ESSENTIAL ROLE-SPECIFIC CRITERIA

1. Extensive knowledge of conservation biology and ecology

2. Experience of field work

DESIRABLE CRITERIA

1. A recognised higher education teaching qualification.

2. Experience of teaching at postgraduate level.

3. Membership of professional body, if appropriate

4. Emerging record of developing an education portfolio with some focus on scholarship