



## 1 Advertisement

**Post Title:** Lecturer in Chemistry (Education & Scholarship focus)

**School/department:** Chemistry, School of Life Sciences

**Hours:** Full time

Requests for **flexible working** options will be considered (subject to business need).

*The successful applicant for this post will need to be available full time during University teaching terms.*

**Contract:** Permanent

**Reference:** 8320

**Salary:** starting at £34,304 to £40,927 per annum

**Placed on:** 11 April 2022

**Closing date:** 18 May 2022, Applications must be received by midnight of the closing date.

**Expected interview date:** As soon as possible

**Expected start date:** 1<sup>st</sup> July 2022 or as soon as possible thereafter

The School of Life Sciences at the University of Sussex seeks to appoint an outstanding individual to deliver teaching in Chemistry. The individual must be able to deliver lectures in 1<sup>st</sup> year across all areas of Chemistry and in higher years in the area of their own expertise. The successful applicant should also be able to undertake laboratory demonstrating across all of Chemistry. Sussex Chemistry has recently developed a new Chemistry curriculum which will come on line at the start of the academic year 2023/24 and the individual will be expected to participate fully in the delivery of the new curriculum.

The post-holder will undertake a range of teaching duties within the Chemistry and Foundation year degree programmes including, but not restricted, to:

- Delivery of lectures and workshops
- Marking and assessment
- Laboratory demonstrating across all areas of Chemistry (Physical, Organic, Inorganic)
- Pastoral duties, such as Academic Advising
- Being an active member of the Chemistry Board of Study
- Outreach and admissions activities

Sussex Chemistry delivers Chemistry degree programmes which are very highly ranked by our undergraduates. Sussex Chemistry is currently ranked 8<sup>th</sup> for Chemistry in the UK (Guardian University Guide 2021).

Potential candidates are encouraged to make informal contact with the Head of Chemistry, Professor Wendy Brown ([w.a.brown@sussex.ac.uk](mailto:w.a.brown@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.

*Applications should be accompanied by a full CV, a statement of previous teaching experience, and the names of three academic referees.*

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 Sussex Chemistry at:

<http://www.sussex.ac.uk/lifesci/chemistry/>

Further information regarding the School of Life Sciences can be found here:

<http://www.sussex.ac.uk/lifesci/>

## **3. Job Description**

Job Description for the post of: Lecturer in Chemistry, Teaching & Scholarship focus

**Department:** Chemistry

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

**Location:** Chemistry

**Grade:** Grade 7

**Responsible to:** Head of Chemistry and Head of School

## **PRINCIPAL ACCOUNTABILITIES**

1. To deliver and contribute to the design of high-quality teaching programmes.
2. To play an active role in the delivery of the new Sussex Chemistry curriculum.
3. 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 and Learning Support**

- 1.1 Contribute to the planning, delivery and assessment of high-quality undergraduate 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 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, 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 Continually updated knowledge and understanding in field or specialism, and engage in continuous professional development.

## **3. Contribution to School & University**

- 3.1 Attend and contribute to Department and School meetings.
- 3.2 Engage in activities beyond day-to-day teaching duties, for example Admissions Days and Outreach activities.
- 3.3 Assist with undergraduate 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 Department and/or Head of School.

#### **4. Role-specific duties**

4.1 Deliver lectures in various areas of Chemistry.

4.2 Undertake laboratory demonstrating in Organic, Inorganic and Physical Chemistry.

4.3 Undertake marking of laboratory reports and coursework/problem sets in Organic, Inorganic and Physical Chemistry.

4.4 Lead workshops and problem classes in all branches of Foundation, 1<sup>st</sup> and 2<sup>nd</sup> year undergraduate Chemistry.

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.

#### **4. Person Specification**

##### **ESSENTIAL CRITERIA**

1. Normally educated to doctoral level, or other equivalent qualification, or appropriate level of experience, as appropriate to the discipline.
2. Experience of teaching or delivering professional training.
3. Ability to deliver lectures and workshops across all Chemistry areas at Foundation and year 1 level and to deliver lectures and workshops in their own specialism at higher levels.
4. Ability to deliver laboratory demonstrating across all Chemistry areas.
5. Excellent interpersonal skills, with the ability to engage with students using a variety of teaching methods.
6. Excellent presentation skills, with the ability to communicate effectively, both orally and in writing, with students, colleagues and external audiences.
7. Ability to work individually on own initiative and without close supervision, and as part of a team.
8. Ability to exercise a degree of innovation and creative problem-solving.
9. Excellent organisational and administrative skills.
10. Ability to prioritise and meet deadlines.

11. A willingness to participate in student support activities beyond required teaching duties.
12. Excellent IT skills, with the ability to produce high-quality, inclusive, learning materials.

### **DESIRABLE CRITERIA**

1. Experience of teaching in higher education.
2. Membership of professional body, if appropriate
3. Experience of Chemistry curriculum design and development.