# JOB DESCRIPTION

**Job Title:** Lecturer in Civil Engineering

**Grade:** AC2

**Department:** School of Engineering

**Responsible to:** Head of School of Engineering

**Responsible for:** N/A

**Key Contacts:** N/A

**Standard Occupational Classification (SoC code):** 2311

**Non-Contractual Nature of Role Profile:** This role profile is non-contractual and provided for guidance. It will be updated and amended from time to time in accordance with the changing needs of the University and the requirements of the job.

## PURPOSE OF ROLE

To conduct high quality research and teaching on undergraduate and postgraduate Civil Engineering programmes. The role will focus on delivering high quality education in a variety of formats as well as research and enterprise activities. Successful candidate will be responsible for delivering existing modules, contributing to the development of new modules, and participating in the review and accreditation processes for those units. Additionally, they will be expected to contribute more widely to the design and delivery of teaching activities, incorporating their subject expertise to meet the needs of a diverse student body across a range of programmes offered by the school.

Successful candidates will also be expected to contribute to academic and administrative activities associated with the broader activities of the portfolio, the school, and the faculty. Teaching will be in the general areas of Civil Engineering, but will centre around the following subjects:

- Construction and project management
- Building Information Modelling
- Digital construction
- Application of new technologies in construction

Furthermore, role holders will be expected to engage in research and professional practice across the subject area and contribute to the research profile of the school, through submission to the next REF exercise.

**KEY ACCOUNTABILITIES**
**Team Specific:**

- Contribute to the delivery of high quality, innovative and effective teaching, and new teaching initiatives, including inclusive approaches to setting and marking assessment.
- Work proactively on specific research topics aligned to own and the school's research interests.
- Assist with personal and academic tutoring of undergraduate and postgraduate students.
- Support the design and development of new programmes / modules, demonstrating excellent curriculum design.
- Contribute to curriculum development within the school.
- Support the delivery of external accreditation activities.
- Contribute to the integration of enterprise work/research and scholarship activities into teaching or professional training materials.
- Participation in the delivery of new courses, including CPD and degree apprenticeships, integrating enterprise, innovation, or external engagement activities.
- Contribute to subject, professional and/or pedagogical research leading to the publication and / or dissemination of original work.
- Contribute to the research profile of the school and to future REF submissions of the appropriate Unit of Assessment.
- Contribute and initiate the development of funding bids for to the acquisition of internal and external resources to fund research, enterprise, or teaching projects.
- Contribution to the continuous improvement of the student experience and lead modules effectively, including adopting a responsive approach to students.
- Effective cross working with Professional Services to support students.
- Contribute to relationship management and engagement with key external bodies at a regional and national level, the national or regional public / cultural sectors / businesses, industry / professional bodies in relation to teaching, research or enterprise.
- Maintain effective, high quality and productive working relationships with professional bodies and employers.
- Supervision of undergraduate and postgraduate students.
- Work with other academics and lead the development of new modules to enhance the curriculum.
- Develop and share good practices across the school and the faculty.
- Work with other academics and the administrative teams to deliver excellent student care, and support student success and employability.
- Engage with personal development.
- Contribute to the general academic administrative work of the School and Faculty.

**Generic:**

- Assist the engineering team in achieving the School's KPIs and University's [Strategy](). The continual improvement of student experience will be a key activity for all teaching staff and will form an important part of this role within the school.
- Contribute to School plans, activities, and efficient working practices.
- Participate in visit to schools and open days and related activities, engage with local community groups and the public.
- Demonstrate a commitment to equality, diversity, and inclusion through teaching practice and / or engagement with university initiatives.
- Contribute to peer review and School based teaching development activities.
- Promote your work and represent your discipline and the work of the University internally and externally, and take a proactive approach to ethical, good practice.
- Post-holders will make a major contribution to other aspects of the portfolio's activities and will be expected to attend meetings and other events both within and outside the university.

**Managing Self:**

- Develop expertise in inquiry / research-informed teaching with an increasing degree of autonomy.
- Keep abreast of developments within the field and seek continuous improvement of own professional practice.
- Actively participate in established professional development framework activities.
- Behave in a manner which reflects the University values and creates a positive environment for work and study.
- Maintain a high standard of student engagement and satisfaction.
- Seek to maximise the learning outcomes of students.

**Core Requirements:**

- Adhere to and promote the University's policies on Equality, Diversity and Inclusion and Information Security.
- Ensure compliance with Health & Safety and Data Protection Legislation.
- Support and promote the university's Sustainability policies, including the Carbon Management Plan, and carry out duties in a resource efficient way, recognising the shared responsibility of minimising the university's negative environmental impacts wherever possible.
- Adhere to current legal requirements and best practice relating to digital content and accessibility, including Web Content Accessibility Guidelines when creating digital content.

**Additional Requirements:**

To undertake any other duties as requested by the line manager or appropriate senior manager, commensurate with the grade.

This is a professional, demanding role within a complex organisation with an ambitious strategic plan and agenda for change. The role holder will be expected to show flexibility in working arrangements, including working hours, to ensure that the School of Engineering delivers the required level of service.

**KEY PERFORMANCE INDICATORS:**
Performance Indicators will be established in consultation with the Academic Portfolio Lead/line manager as part of the post-holder's annual Appraisal and Professional Development Review but will include:

- Leading teaching and learning activities in line with the university's strategic plans
- Delivery of research output in line with the University strategic plan.
- Support the delivery of the school's KPI's against the university's strategic plan.

**KEY RELATIONSHIPS (Internal & External):**
Working with the Head of School, Associate Heads of School and Academic Portfolio Lead, and colleagues in programme teams and school to deliver against the school's agenda. Working with representatives of industry and professional bodies. Working with colleagues from across the Faculty to support broader Faculty priorities. Externally, working with feeder schools / colleges, industry, and professional bodies.

**PERSON SPECIFICATION**

**EXPERIENCE:**
**Essential Criteria**
- Designing and leading teaching and learning activities in the HE sectors, ideally in the UK at undergraduate and postgraduate levels in the field of Civil Engineering.
- Expertise and specialist knowledge in two or more of the following subject areas:
    o Construction and project management
    o Building Information Modelling
    o Digital construction
    o Application of new technologies in construction
- Ability to integrate modern and emerging tools in the teaching and assessment of civil engineering subjects.
- Record of research and enterprise activities.
- Experience of student supervision, including UG and PG projects.
- Experience with module development and management, adopting a responsive approach to students and colleagues.
- Conducting high quality, innovative, and effective teaching, and assessment on undergraduate and postgraduate programmes.
- Contributing/leading subject, professional or pedagogical research or other scholarly activities in the field of civil engineering.
- Track record of publishing in high quality journals.
- Students' personal tutoring and pastoral care.

**Desirable Criteria**
- Creating professional / community partnerships
- Ability to teach across disciplines.
- Experience external accreditation processes.
- Initiating the development of Research bids and securing research funds
- Familiarity with quality assurance and quality enhancement.
- Good industrial links.

**SKILLS:**
**Essential Criteria**
- Excellent communication skills
- Ability to engage with and respond to student feedback effectively.
- Can integrate within a team.
- Show creativity by contributing original ideas and approaches that advance subject-based knowledge.
- Outstanding organisational, IT communication and interpersonal skills

- Pro-active approach/attitude
- Good Planning and organisational skills
- Well-developed time management skills
- Support research activities in collaboration with other institutions and organisations.

**Desirable Criteria**
- Ability to attract external funds through collaborative work.
- Experience in application writing for research funding and other bids.

## QUALIFICATIONS:
**Essential Criteria**
- First degree in civil engineering
- PhD in civil engineering or related field

**Desirable Criteria**
- Postgraduate Certificate in Teaching & Learning in Higher Education, or equivalent qualification.
- Membership of a professional body, or eligibility for CEng status.

## PERSONAL ATTRIBUTES:
**Essential Criteria**
- We are looking for people who can help us deliver the [values](#) of the University of Greenwich: Inclusive, Collaborative and Impactful.

**Desirable Criteria**
- N/A