

JOB DESCRIPTION

Job Title: Lecturer / Senior Lecturer in Electrical and Electronic Engineering

Grade: AC2/3

Department: School of Engineering

Responsible to: Head of School

Responsible for: N/A

Key Contacts: Other Members of School staff as required. School and Faculty leadership & management teams and other senior staff in the School of Engineering and the Faculty of Engineering and Science

Standard Occupational Classification (SoC code):

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 programmes in the field of Electrical and Electronic Engineering. The role will focus on delivering high quality education in a variety of formats as well as research and enterprise activities. The person appointed will be expected to:

- Contribute to the delivery of existing teaching, course development, and to participate in the research carried out in the School.
- Contribute more widely to the design and delivery of teaching activities, reflecting the successfully candidate's own subject specialism appropriate for the needs of a diverse student body; across the range of courses offered by the School.
- Design, develop and deliver laboratory-based teaching and practical activities that provide students with hands-on experience in electrical, electronic, control and automation systems.
- Contribute to the effective use and ongoing development of specialist laboratory provision, including PLC-based teaching and practical activities supported by the School's laboratory facilities.
- Engage in research and professional practice across the subject area and contribute to the research profile of the School and to the University's REF submission of the Faculty's research groups.

Candidates appointed at Lecturer level will be expected to demonstrate developing expertise in the subject area and a commitment to high quality teaching, scholarship and research. Candidates appointed at Senior Lecturer level are expected to demonstrate emerging leadership in a subject area and a growing reputation and impact across the Faculty, University, and more widely.

KEY ACCOUNTABILITIES

Team Specific:

- Provide academic leadership in the delivery of high-quality, innovative and inclusive teaching in Electrical and Electronic Engineering, including inclusive approaches to teaching, assessment and feedback.
- Work proactively on research topics aligned to your own expertise and the School's research interests.
- Undertake personal and academic tutoring of undergraduate students and contribute to effective student support.
- Contribute to the design and development of new Programmes and modules, demonstrating excellent curriculum design.
- Contribute to curriculum development within the School, including theory-led and practical provision in Electrical and Electronic Engineering.
- Design and support laboratory experiments, demonstrations and applied learning activities that strengthen the practical skills and employability of students.
- Contribute to external accreditation activity and, where appropriate, take a leading role commensurate with grade, experience and professional standing and, where appropriate, take a leading role consistent with grade and experience.
- Develop and sustain research, scholarship and professional practice research, scholarship and professional practice into teaching and professional training materials.
- Participate in the delivery of new courses, including CPD and degree apprenticeships, integrating enterprise, innovation and external engagement activities.
- Contribute to the delivery of teaching in areas such as electrical systems, electronics, automation and programmable logic controllers (PLCs), as appropriate to the successful candidate's expertise.
- Contribute to subject, professional and/or pedagogical research leading to the publication and dissemination of original work.
- Contribute to the research profile of the academic unit and to the REF submission of a Faculty research group.
- Contribute to the development of funding bids and, where appropriate, initiate bids that support research, enterprise or teaching projects.
- Support and enhance the student experience through tutoring, supervision and academic leadership to the continuous improvement of the student experience and undertake course or module leadership responsibilities as appropriate, adopting a responsive approach to students.
- Work effectively with Professional Services and technical colleagues to support students and enhance the student experience.

- Contribute to relationship management and engagement with key external bodies at regional and national level, including business, industry and professional bodies, in relation to teaching, research and enterprise.
- Maintain effective, high quality and productive working relationships with professional bodies, employers and industry partners.
- Supervise undergraduate and postgraduate students, including individual and group projects, dissertations and applied research projects.
- Work with other academics to develop new courses, programmes and learning experiences in the School's discipline areas, developing the subject area and sharing best practice across the Faculty and University.
- Work with other academics, administrative teams and technical staff to deliver excellent student care and support student success and employability.
- Contribute to the general academic administrative work of the School and Faculty.

School Specific:

The person appointed will be expected to:

- Demonstrate a flexible, responsive and *collegiate* approach to the delivery of high-quality teaching, research and enterprise activity in Electrical and Electronic Engineering.
- Support the delivery of teaching, project supervision and applied learning activities across undergraduate and postgraduate programmes in Electrical and Electronic Engineering.
- Deliver teaching sessions within the School of Engineering across the University of Greenwich campuses in London and Kent.
- Maintain a visible on-campus presence as required for teaching, meetings, office hours, and other duties related to the School of Engineering.
- Deliver effective teaching and learning provision suitably focused for a wide range of student demographics and cohort sizes (typically 10-300 students at a time). This provision will include lectures, laboratory practicals, tutorials, seminars/workshops, project supervision and other teaching, research or outreach events as required within the School of Engineering.
- Design and deliver practical laboratory activities that provide students with hands-on experience, including activities related to industrial control, automation and PLC systems where appropriate.
- Display resilience and adaptability to changing circumstances by actively supporting a range of initiatives to promote collaboration, outreach and partnership activities across the School of Engineering.

Generic:

- Assist the School in achieving its annual KPIs.
- Contribute to School plans, activities and efficient working practices.
- Participate in visit to schools, local community groups, public engagements and related activity.

- Contribute to achieving the University's mission of Education Without Boundaries and values (Inclusive, Collaborative, Impactful) through 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.

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 the University's policies on Equality, Diversity and Inclusion and Information Security.
- Ensure compliance with Health & Safety, Data Protection and Equality Legislation.
- Adhere to the university's Sustainability policies, including the Carbon Management Plan, and carry out duties in a resource efficient way, reflecting 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:

Undertake any other duties as requested by the PVC of the Faculty, the Head of School, line manager or appropriate senior manager, commensurate with the post and 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.

Freedom of speech and academic freedom:

In any matter falling under this job description, the university will have particular regard to, and place significant weight on, the importance of freedom of speech within the law, academic freedom and tolerance for controversial views in an educational context or environment. The University's commitments to freedom of speech and academic freedom are set out in the [Freedom of Speech Code of Practice](#). In the event of any conflict between this job description and the Freedom of Speech Code of Practice, the Freedom of Speech Code of Practice will take precedence.

KEY PERFORMANCE INDICATORS:

Performance Indicators will be established in consultation with the Head of Department as part of the post-holder's annual Appraisal and Professional Development Review.

KEY RELATIONSHIPS (Internal & External):

- Senior managers and their schools, research groups, administrative and technical/support staff
- Directorates of the University
- Other Faculties of the University
- Partner Colleges
- Local, national, and international collaboration partners

PERSON SPECIFICATION

EXPERIENCE:

Essential Criteria

- Teaching experience at undergraduate and/or postgraduate level in Electrical and Electronic Engineering.
- Conducting high quality, innovative and effective teaching on undergraduate and postgraduate programmes.
- Designing and delivering practical, laboratory-based teaching and assessment that develops students' hands-on skills.
- Experience in industrial control, automation and/or programmable logic controllers (PLCs), with the ability to contribute to teaching and laboratory development in this area.
- Experience of course and/or module leadership, or readiness to undertake such responsibilities, commensurate with career stage.
- Contributing to subject, professional and/or pedagogical research and other scholarly activities in Electrical and Electronic Engineering or a closely related discipline.
- Student care and pastoral provision.
- Postgraduate teaching and supervision.
- Creating professional/community partnerships.
- Ability to teach across disciplines and contribute across a broad Electrical and Electronic Engineering portfolio.
- Experience of contributing to external accreditation activity, or the ability to do so.
- Designing and delivering significant teaching, assessment and project activity.
- High quality publications and/or other outputs appropriate to career stage.
- Contributing to the development of research bids, with the ability to initiate bids commensurate with career stage.

Desirable Criteria

- Postgraduate teaching /supervision (SL -essential).
- Creating professional/community partnerships (SL- essential).
- Ability to teach across disciplines (SL - essential).
- Leading on external accreditation activity (SL - essential).
- Designing and leading significant teaching and assessment activity (SL – essential).
- High quality publications (SL – essential).
- Initiating the development of Research bids (SL - essential).

SKILLS:

Essential Criteria

- Ability to engage with and respond to student feedback.
- Outstanding organisational, IT, communication and interpersonal skills.
- Ability to design safe, inclusive and engaging laboratory activities and to work effectively with technical staff in support of practical teaching.
- Ability to contribute to individual and/or collaborative income generation.
- Application for research funding and other bids.

Desirable Criteria

- Curriculum development in Electrical and Electronic Engineering.
- Experience of Siemens PLC platforms and associated industrial automation software/hardware.
- Relevant Professional bodies membership.

QUALIFICATIONS:**Desirable Criteria**

- PhD in Electrical and Electronic Engineering or a relevant subject, and/or substantial relevant industrial experience (SL – essential).
- Teaching qualification.

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