

JOB DESCRIPTION

Job Title:	Lecturer/Senior Lecturer Digital Technology & Management	Grade:	AC2 (L) or AC3 (SL)
Department:	Applied Engineering & Management (AEM)	Date of Job Evaluation:	August 2017
Role reports to:	Head of Department		
Direct Reports	None		
Indirect Reports:	None		
Other Key contacts:	DPVC Faculty of Engineering & Science (FES)		
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 engage in lecturing, research and enterprise activities of the Department of Applied Engineering and Management together with other academic and administrative activities associated with the broader Faculty of Engineering and Science.

KEY ACCOUNTABILITIES:

Team Specific:

Within the Department, to contribute to the continuing academic development of the Applied Engineering and Management (AEM) programmes.

To contribute to the broader operational needs of the Faculty of Engineering and Science.

Generic:

- To deliver and develop courses in Applied Engineering and Management subjects
- To engage in and contribute to the delivery of other courses and programmes in the Faculty of Engineering and Science
- To support the transnational education provision of the Faculty, including MSA University in Cairo, NYC in Greece etc.
- To develop and undertake research and enterprise aligned to his/her area of expertise and in the context of the ongoing research activities of the Department.
- To contribute to the continuing academic development of the academic portfolio in AEM and the broader Faculty
- To promote and further develop links with industry, professional bodies and other external organisations
- To work with colleagues across the Faculty to assist with the delivery of the strategic aims of the Faculty
- To lead on new course and new programme development
- To mentor and support team members in research, teaching and learning situations and activities
- To be an effective communicator across a programme team

- To develop, employ and disseminate innovation in teaching and assessment techniques at undergraduate and postgraduate levels
- Managing and providing administration support for programmes under the University's Learning and Quality structures

Managing Self:

- Self motivation and initiative
- Flexibility
- Communication
- Team working skills
- Willingness to travel

Core Requirements:

- Adhere to and promote the University's Equality and Diversity policies
- Ensure compliance with Health & Safety regulations
- 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.

KEY PERFORMANCE INDICATORS:

- Delivery of teaching and learning against University strategic plan KPIs.
- Delivery of research output in line with University strategic plan KPIs.
- Supporting the delivery of departmental KPIs against the University's strategic plan KPIs for departments.

KEY RELATIONSHIPS (Internal & External):

Working with colleagues in the programme teams and Department to deliver against the Department's agenda. Working with colleagues from across the Faculty to support broader Faculty priorities. Externally, working with partner institutions in the UK and abroad, industry, and professional bodies.

PERSON SPECIFICATION

Essential	Desirable
Experience <ul style="list-style-type: none"> • Broad experience and knowledge in AEM subjects • Specialist knowledge in a relevant subject area • (SL role) Experience of teaching in the 	Experience <ul style="list-style-type: none"> • (SL role) Experience in curriculum development and/or leadership • Experience of module/course development • Experience of Quality Assurance and

<p>HE sector in the UK in the preferred area of expertise</p> <ul style="list-style-type: none"> • (SL role) Established or (L role) developing record of research and/or consultancy and/or AEM projects <p>Skills</p> <ul style="list-style-type: none"> • Excellent communication skills • Team working skills • Pro-active approach/attitude • Creativity • Planning and organisational skills • Decision making skills • Well developed time management skills <p>Qualifications</p> <ul style="list-style-type: none"> • U/G Studies in Engineering, Economics or related subjects • PhD in a relevant area • Accreditation by appropriate professional bodies <p>Personal attributes</p> <ul style="list-style-type: none"> • We are looking for people who can help us deliver the values of the University of Greenwich: Excellence, Determination, Inclusivity, Ambition and Creativity 	<p>Quality Enhancement systems</p> <ul style="list-style-type: none"> • (SL role) Procurement of funding for research, knowledge transfer and/or consultancy • (SL role) Supervision of postgraduate research students • Previous professional experience in a related area • Experience in one or more of the identified areas of specialism: (i) Digital technologies; (ii) Management theory and practice; (iii) Cybersecurity; (iv) Big data and cloud computing; (v) IT start-ups and entrepreneurship; and (vi) E-commerce <p>Skills</p> <ul style="list-style-type: none"> • Skills in specialist software • Knowledge of appropriate professional standards and codes, including accreditation processes <p>Qualifications</p> <ul style="list-style-type: none"> • Relevant teaching qualification (e.g. PGCertHE) or membership of the Higher Education Academy (HEA) or equivalent <p>Personal attributes</p> <ul style="list-style-type: none"> • N/A
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