

## JOB DESCRIPTION

<b>Job Title:</b>	<b>Lecturer in Analytical Forensic Science</b>	<b>Grade:</b>	<b>AC2</b>
<b>Department:</b>	<b>Pharmaceutical Chemical and Environmental Sciences</b>	<b>Date of Job Evaluation:</b>	<b>March 2017</b>
<b>Role reports to:</b>	<b>Head of Department</b>		
<b>Direct Reports</b>	<b>N/A</b>		
<b>Indirect Reports:</b>	<b>N/A</b>		
<b>Other Key contacts:</b>	<b>N/A</b>		
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 contribute to the teaching of undergraduate and post-graduate students within the Department and to enhance the students learning experience, both with a strong focus on Forensic Science.
- To engage in research using advanced instrumental analytical techniques, ideally organic mass spectrometry, and strengthen the Materials and Analysis Research Group, both individually and in partnership with other staff members and develop an international research reputation and publication output.
- To apply for research grants and industrial sponsorship to support the research activities.
- To promote the profile of the Department to external parties.
- To take part in other Departmental and Faculty administrative duties as required.

### **KEY ACCOUNTABILITIES:**

#### **Team Specific:**

#### **Teaching, Learning and Assessment**

- Teach and develop course materials at undergraduate and/or postgraduate level as directed by the Head of Department.
- Assist in the delivery and further develop our Forensic Science programmes, including the delivery of practical forensic activities such as crime scenes.
- Contribute to the development of innovative teaching, learning and assessment approaches.
- Marking and assessment activities, both internally and externally.
- Developing the curricula and course design as required.
- Supervise undergraduate and postgraduate dissertations.

- Establish an overview of the welfare, progression, examination and assessment of allocated student tutees.
- Implement approved policies, guidelines and standard operating procedures in relation to their academic duties, including the maintenance of student records, course co-ordination, personal tutoring and assessment.

**Research, Enterprise and Professional Practice**

- Contribute to fully developing and enhancing the research profile of the Department and Faculty
- Establish a track record of high quality publications, disseminated primarily through international, refereed academic journals with a focus on organic mass spectrometry and/or forensic science.
- Participate in bid writing and securing external research or commercial funding for the Department.
- Actively contribute to the development of interdisciplinary working on a range of research projects
- Undertake research or significant scholarly activities in support of own teaching activities.
- Supervise the course work and research programmes of postgraduate students as appropriate.
- Take a proactive approach to ethical, good practice and methodological issues.
- Generate research and consultancy income to support their research.
- Develop links with local and national businesses and commercial partners.

**Generic:****Research, Enterprise and Professional Practice**

- Contribute to fully developing and enhancing the research profile of the Department and Faculty
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- Participate in bid writing and securing external research or commercial funding for the Department.
- Actively contribute to the development of interdisciplinary working on a range of research projects
- Undertake research or significant scholarly activities in support of own teaching activities.
- Supervise the course work and research programmes of postgraduate students as

appropriate.

- Take a proactive approach to ethical, good practice and methodological issues.
- Generate research and consultancy income to support their research.
- Develop links with local and national businesses and commercial partners.

#### **Managing Self:**

- Keep abreast of developments within the field and seek continuous improvement of their professional practice.
- Actively participate in established professional development framework activities.
- Attend and participate in appropriate seminars/conferences within subject related areas.
- Develop and improve team working skills.
- Continuously develop and improve interpersonal communication skills.

#### **Core Requirements:**

- Adhere to and promote the University's policies on Equality and Diversity and Information Security 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.

#### **Additional Requirements:**

- Any other duties appropriate to the post and grade.
- Play a full part in the communal life of the University, including attendance at award ceremonies and Open Days.

Act as 'ambassadors' locally, nationally and internationally by promoting a positive image of the University.

#### **KEY PERFORMANCE INDICATORS:**

- Positive feedback from student satisfaction surveys.
- Low student attrition and high student achievement rates in accordance with University requirements.
- Evidence of increasing research profile e.g. a record of publication in international academic journals commensurate with participation in national evaluations of research quality.
- Securing grant and other forms of research funding to support their research.

#### **KEY RELATIONSHIPS (Internal & External):**

**Internal**

- Reporting to the Head of Department of Pharmaceutical, Chemical and Environmental Sciences.

**External**

- Professional scientific bodies and the Forensic Science community.

PERSON SPECIFICATION	
Essential	Desirable
<b>Experience</b> <ul style="list-style-type: none"> <li>• Ability to teach at undergraduate and / or postgraduate level.</li> <li>• Development of new teaching materials and strategies in Forensic Science and related areas.</li> <li>• Hands on capability of working with advanced mass spectrometry instrumentation.</li> <li>• Experience of working safely within a modern science laboratory environment.</li> </ul> <b>Skills</b> <ul style="list-style-type: none"> <li>• Ability to develop a sustainable research programme.</li> <li>• Ability to provide academic and pastoral support.</li> <li>• Organisational and coordination skills.</li> <li>• Willingness to develop and deliver new skills / routines / working practices including curriculum and programme development.</li> <li>• Excellent IT skills.</li> </ul> <b>Qualifications</b> <ul style="list-style-type: none"> <li>• PhD in an appropriate analytical or forensic science discipline.</li> </ul> <b>Personal attributes</b> <ul style="list-style-type: none"> <li>• We are looking for people who can help us deliver the <a href="#">values</a> of the University of Greenwich: Excellence, Determination, Inclusivity, Ambition and Creativity</li> </ul>	<b>Experience</b> <ul style="list-style-type: none"> <li>• Post-doctoral work in a recognised analytical research group.</li> <li>• Practical Professional experience in a Forensic Science role.</li> </ul> <b>Skills</b> <ul style="list-style-type: none"> <li>• Good understanding of the mass spectrometry sector in academia.</li> <li>• A strong interest in developing new courses and novel ways of delivering such courses.</li> </ul> <b>Qualifications</b> <ul style="list-style-type: none"> <li>• An appropriate teaching qualification.</li> <li>• Membership of appropriate scientific societies.</li> </ul> <b>Personal attributes</b> <ul style="list-style-type: none"> <li>• N/A</li> </ul>