

JOB DESCRIPTION

Job Title:	LECTURER (L) in Mathematics	Grade:	AC2
Department:	School of Computing and Mathematical Sciences	Date of Job Evaluation:	October 2018
Role reports to:	Head of School		
Direct Reports	Head of School, Programme Leaders		
Indirect Reports:	Module Leaders		
Other Key contacts:	Students, academic and administrative colleagues		
<p>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.</p>			

PURPOSE OF ROLE:

To conduct high quality research and teaching on undergraduate and postgraduate programmes in areas of Mathematics. 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 modules offered by the School;
- Engage in research and professional practice across the subject area and contribute to the research profile of the School and to the next REF submission of the School.

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 your own and the School's research interests
- Lead on personal and academic tutoring of undergraduates
- Lead and support others in the design and development of new modules demonstrating excellent curriculum design
- Contribute to curriculum development within the School in line with sector benchmarks
- 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 academic unit and to the REF submission of research groups within the School
- Contribute to the development of funding bids which contribute to the acquisition of internal and external resources to fund research, enterprise or teaching projects
- Contribute 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 for teaching at a regional and national level, the national or regional public/cultural sectors/business, industry/professional bodies in relation to teaching, research or enterprise
- Maintain effective, high quality and productive working relationships with professional bodies and employers
- Supervise undergraduate and postgraduate students' research projects, dissertations and placements
- Work with other academics and the administrative teams to deliver excellent student care and support student success and employability
- Contribute to the general academic administrative work of the School and Faculty

Generic:

- Assist the Mathematical Sciences and Computing teams in achieving the School's KPIs

- Contribute to School plans, activities and efficient working practices
- Participate in recruitment activities, Open Days or visits to schools, local community groups, public engagements and related activity to represent the School
- 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

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 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 commensurate with the post and grade as agreed with the Head of School and the PVC of the Faculty.

KEY PERFORMANCE INDICATORS:

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

KEY RELATIONSHIPS (Internal & External):

Head of School

Deputy Head of School

Programme Leaders

Academic colleagues

Employers and practitioners

Current Students and Prospective Students

School Administration team

Research community in area of subject specialism

Teaching community in areas of best practice

PERSON SPECIFICATION

Essential	Desirable
<p>Experience</p> <ul style="list-style-type: none"> • Delivery of teaching at undergraduate and/or postgraduate level in fields within Mathematics • Teaching on undergraduate or postgraduate programmes in Mathematics using high quality, innovative and effective teaching approaches • Leading modules effectively including adopting a responsive approach to students • Leading and contributing to subject, professional and/or pedagogical research and other scholarly activities in the field of Mathematics • Student care and pastoral provision <p>Skills</p> <ul style="list-style-type: none"> • Broad knowledge of Mathematics • Sufficient breadth and depth of specialist knowledge to develop teaching and research programmes in a selection of the following areas: Coding and Cryptography, Number Theory, Mathematical Programming, Graph Theory, Mechanics, Numerical Mathematics, Mathematical Biology, Data Science • Ability to engage with and respond to student feedback • Knowledge of specialist mathematical software • Outstanding organisational, IT communication and interpersonal skills. <p>Qualifications</p> <ul style="list-style-type: none"> • A good honours degree in Mathematics and a PhD in an area of Mathematics 	<p>Experience</p> <ul style="list-style-type: none"> • Postgraduate supervision • Creating professional/community partnerships • Ability to teach across disciplines • Designing and leading significant teaching and assessment activity • High quality publications • Initiating the development of Research bids • Academic administration <p>Skills</p> <ul style="list-style-type: none"> • Curriculum development in Mathematical Sciences • Individual and /or collaborative income generation • Application for research funding and other bids • Individual and/or collaborative bids/consultancy work • Knowledge of Financial Mathematics, Statistics and/or Operational Research sufficient for undergraduate teaching <p>Qualifications</p> <ul style="list-style-type: none"> • Teaching qualification (e.g. PGCert HE) • Fellowship of the Higher Education Academy

<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>Personal attributes</p> <ul style="list-style-type: none">• N/A
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