JOB DESCRIPTION

Job Title:	Academic Teaching Demonstrator in the Biosciences	Grade:	AC1
Department:	School of Science	Date of Job Evaluation:	July 2020
Role reports to:	Head of School		
Direct Reports	None		
Indirect Reports:	None		
Other Key contacts:	None		

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 practical-focussed teaching on foundation and undergraduate programmes across the School of Science, with a focus in the biosciences. The role will focus on delivering high quality education in a variety of formats. The person appointed will be expected to:

- Contribute to the delivery of existing teaching, course development, marking and assessment across the School.
- Contribute more widely to the design and delivery of teaching activities in the laboratory setting, 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 department
- To work with staff and students across the UG science provision to independently/collaboratively deliver practical teaching

KEY ACCOUNTABILITIES:

Team Specific:

- Contribute to the delivery of high quality, innovative, and effective new teaching initiatives within biology/life sciences, including inclusive approaches to setting and marking assessment

- Contribute to the personal and academic tutoring of undergraduates
- Contribute to, and support others in the design and development of new/existing modules demonstrating excellent curriculum design
- Contribute to the practical curriculum development within the School of Science
- Be aware of the necessary PSRB requirements associated with the content that is required to be delivered
- Adhere to and develop the necessary health and safety practices necessary in the laboratory/practical teaching environment
- Participate in external engagement activities
- Contribution to the continuous improvement of the student experience and lead effectively, including adopting a responsive approach to students
- Effective cross-working with Technical and Professional Services to support students
- Supervision of undergraduate and postgraduate student projects
- Work with academics in Science developing the teaching of practical laboratory skills and sharing best practice across the Faculty and University
- Work with other academics and technical teams to deliver excellent student care, support student success, and to enhance student employability
- Contribute to the general academic administrative work of the School of Science

Generic:

- Assist the staff within Science in achieving the School's KPIs
- Contribute to School's plans, activities and efficient working practices
- Participate in visits to schools, local community groups, public engagements and related activity
- Demonstrate a commitment to equality, diversity and inclusion through teaching practice and/or engagement with University initiatives
- Contribute to peer review and the 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 and Data Protection Legislation;

- Support and promote the University's Sustainability policies, including the Carbon Management Plan. Carry out duties in a resource efficient way, recognising the shared responsibility of minimising the university's negative environmental impacts.

Additional Requirements:

Any other duties commensurate with the post and grade as agreed with the PVC and Head of School.

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):

Internal
Reporting to the Head of the School of Science

External
Professional scientific bodies and across the biological sciences academic community.

PERSON SPECIFICATION	
Essential	**Desirable**

Experience
- Delivery of teaching laboratory practical skills at foundation and undergraduate level across a broad range of science disciplines
- Conducting high quality, innovative and effective teaching on foundation and undergraduate programmes
- Face-to-face and online (virtual) delivery of content

Experience
- Experience teaching A Level science and biology.
- Working at the school/university transition
- Creating professional/community partnerships
- Designing and leading significant teaching and assessment activity
- Leading and contributing to subject, professional and pedagogical research and other scholarly activities in the field of biological sciences.
- Leading courses/modules effectively including adopting a responsive approach to students

Skills
- Ability to engage with and respond to student feedback
- Outstanding organisational, IT communication and interpersonal skills

Skills
- Curriculum development in practical laboratory skills

Qualifications
- PhD in Science (preferably biosciences in the broadest sense)

Qualifications
- Teaching qualification
- Membership of appropriate professional body
- Background in immunology

Personal attributes
- We are looking for people who can help us deliver the values of the University of Greenwich: Excellence, Determination, Inclusivity, Ambition and Creativity
- We are seeking a dynamic individual that can adapt their teaching rapidly to changing circumstances

Personal attributes
- N/A