

## JOB DESCRIPTION

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|--|---|--------------------------------|-----------|
| <b>Job Title:</b>  | Hourly paid lecturer<br>(Biomedical Sciences) | <b>Grade:</b>                  | AC2       |
| <b>Department:</b>   | School of Science                             | <b>Date of Job Evaluation:</b> | Sept 2021 |
| <b>Role reports to:</b>  | Head of School                                |                                |           |
| <b>Direct Reports</b>  | N/A   |                                |           |
| <b>Indirect Reports:</b>   | N/A   |                                |           |
| <b>Other Key contacts:</b>   | N/A   |                                |           |
| <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 teaching on undergraduate programmes in the areas of biology, physiology and biochemistry courses as agreed.

### **KEY ACCOUNTABILITIES:**

#### **Team Specific:**

- Contribute to the delivery of existing teaching and course development, reflecting the successful candidate's own subject specialism appropriate for the needs of a diverse student body.
- Contribute to the design and development of new courses/modules demonstrating excellent curriculum design; contribute to curriculum development. Contribute to the continuous improvement of the student experience including adopting a responsive approach to students.
- Contribute to the personal and academic tutoring of undergraduates
- Supervision of undergraduate and postgraduate students
- Contribute to the delivery of external accreditation activity
- Effective cross working with Professional Services to support students
- Maintain effective, high quality and productive working relationships with

professional bodies and employers

- Work with other academics on the development of 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 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 of Science

#### **Generic:**

- Assist the staff within the School of Science in achieving the School's KPIs
- Contribute to School's plans, activities and efficient working practices
- 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

#### **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 and Safety regulations and Data Protection legislation.

- 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:**

N/A

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

Reporting to the Head of the School of Science

**External:**

Professional scientific bodies and across the biosciences/biomedical sciences/forensics/nutrition/pharmaceutical academic communities.

| <b>PERSON SPECIFICATION</b>  |  |
|--|--|
| <b>Essential</b>   | <b>Desirable</b>   |
| <p><b>Experience</b></p> <ul style="list-style-type: none"> <li>• Breadth of knowledge and experience in the field of human biology and biomedicine</li> <li>• Conducting high quality, innovative and effective teaching on undergraduate programmes</li> <li>• Student care and pastoral provision</li> </ul> <p><b>Skills</b></p> <ul style="list-style-type: none"> <li>• Ability to engaged with and respond to student feedback</li> <li>• Proactive approach/attitude</li> <li>• Well-developed organisational and time management skills</li> <li>• Excellent written and oral communication skills</li> <li>• Commitment to the promotion of high standards and excellence</li> <li>• Able to use IT effectively</li> </ul> <p><b>Qualifications</b></p> <ul style="list-style-type: none"> <li>• PHD in an appropriate discipline.</li> </ul> <p><b>Personal attributes</b></p> <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> | <p><b>Experience</b></p> <ul style="list-style-type: none"> <li>• Creating professional/community partnerships.</li> <li>• Ability to teach across disciplines</li> <li>• Designing and leading teaching and assessment activity</li> <li>• High quality publications</li> <li>• Experience of module/curriculum development</li> </ul> <p><b>Skills</b></p> <ul style="list-style-type: none"> <li>• Curriculum development across the biosciences</li> <li>• Appreciate the differing requirements of students on different degree programmes</li> </ul> <p><b>Qualifications</b></p> <ul style="list-style-type: none"> <li>• Possess a teaching qualification</li> </ul> |