

## **Candidate Information**

<b>Position:</b>	Senior Lecturer (Education) Biomedical Sciences
<b>School/Department:</b>	School of Medicine, Dentistry and Biomedical Sciences
<b>Reference:</b>	19/107541
<b>Closing Date:</b>	Monday 1 July 2019
<b>Salary:</b>	£40,792 to £59,828 per annum
<b>Anticipated Interview Date:</b>	Wednesday 31 July 2019

### **JOB PURPOSE:**

To undertake a significant educational role within the undergraduate and postgraduate programmes of the School; to maintain a portfolio of appropriate scholarly activity that will enhance the educational activities of the university; to contribute appropriately to School administration / outreach activities.

### **MAJOR DUTIES:**

#### **Teaching:**

1. Lead a team of educators in the delivery of a range of teaching and assessment/examination activities in the subject area on the undergraduate and postgraduate programmes of the Faculty of Medicine, Health and Life Sciences.
2. Lead the development of approaches to teaching and learning, which are appropriate for biomedical sciences and that reflect developing practice.
3. Assist the Centre Director to drive the enhancement of teaching quality within the subject, school or faculty ensuring that course design and delivery comply with the appropriate benchmarks and regulations.
4. Lead the design and development of new and current teaching programmes, especially those that will promote the University's vision to expand Postgraduate taught courses and in the internationalisation of those programmes.
5. Lead educational approaches that will encourage students to acquire appropriate levels of knowledge including intellectual, practical and transferable skills that are pertinent to employment, research and further study.

#### **Research:**

1. Seek significant roles with external professional bodies and learned societies to broaden teaching expertise and ensure that teaching methodologies follow current good practice.
2. Develop and lead proposals and funding bids for pedagogic activities including external contract work towards for example publishing teaching materials.
3. Demonstrate leadership in scholarly activity e.g. by publishing appropriate research material, organising educational / subject-based events and development of institutional or national educational initiatives and policy that will enhance the School's national/international reputation.
4. Design and lead internal courses relevant to continuing professional development within biomedical sciences to ensure that best teaching practice is being used.

#### **Administration/Contribution to the Community:**

1. Contribute significantly to the development and running of Centre/School processes by undertaking senior administrative roles e.g. Programme/Module Coordinator, quality assurance activities for programme enhancement and/or accreditation, membership of major committees.
2. Contribute to the School's outreach and marketing strategy by designing and delivering community outreach programmes and developing external links.
3. Act as a mentor, appraiser or peer reviewer of less experienced colleagues, advising on their personal development and supporting them to meet the required standards as proficient teachers.

4. Provide pastoral care, support and guidance for students ensuring the relevant issues are processed in a timely, sympathetic and effective manner.

#### **Planning and Organising:**

1. As a programme coordinator, plan and manage teams of teachers and support staff as agreed with Centre Director or Head of School to deliver high quality accredited course(s) in the biomedical sciences and direct others to ensure student educational needs and expectations are being met.
2. Contribute to strategic planning in the Centre/School and ensure that activities align with the University's strategic planning.
3. Undertake the organisation and delivery of the programme(s) for which you have been given responsibility.
4. Manage projects relating to own area of work and plan administrative duties in line with the normal cycle of business.

#### **Resource Management Responsibilities:**

1. Provide academic leadership to those working within the programme, by for example coordinating the work of others, agreeing objectives and plans, to ensure that courses are delivered effectively.
2. Develop and manage staff and resources, in support of major teaching and administrative activities.
3. Contribute to the overall management of the Centre/School in areas such as budget, curriculum processes, planning and appraisal.

#### **Internal and External Relationships:**

1. Lead and develop internal networks and collaborations with staff. Participate at School Board and such committees relevant to their administrative duties.
2. Lead the development and establishment of external networks, for example to identify sources of funding, contribute to student recruitment, secure student placements, market the institution, facilitate outreach work, generate income, or build relationships for future activities.
3. Contribute to the School's outreach programme by establishing links with local community groups, industries, etc.
4. Be the principal liaison with biomedical science employer groups and the Institute for Biomedical Science.
5. Contribute to overseas student recruitment activities as appropriate.

#### **ESSENTIAL CRITERIA:**

1. Honours degree in Biomedical Science or equivalent subject area.  
PhD in a relevant subject area.
2. A postgraduate teaching qualification such as PGCHET (or equivalent) and/or be a Fellow of Advance HE.
3. An established reputation for excellence in teaching within the biomedical sciences.
4. Evidence of being a leading scholar in the biomedical sciences and/or educational practice.
5. Involvement with national/ international conference organisation and/or  
Evidence of the development of funding sources for teaching which may include significant entrepreneurial activity  
and/or  
Involvement in collaborations with industry/ community organisations/ other institutions
6. Substantial teaching experience at university undergraduate level in biomedical sciences.
7. Leadership in the design and delivery of university courses.
8. Significant experience of designing and judging a range of assessment types.
9. Experience of student mentorship / pastoral tutor / adviser.
10. Proven ability in coaching and developing others in the skills and practice of education.
11. Experience of leadership in educational quality assurance mechanisms such as programme review or accreditation.
12. Evidence of good teaching evaluations and/or teaching awards.
13. Contribution to a range of administrative tasks at a senior or more strategic level e.g. management or budgetary responsibilities or other recognised official University role.
14. Experience of making a leading contribution to a range of community/ outreach activities.
15. Experience of working efficiently and effectively within a given resource and to manage resources and staff.
16. Ability to provide effective leadership for groups and activities with substantial impact on resources and/or reputation of the University.

17. Established ability to communicate complex information effectively to peers, support staff and students.
18. Demonstrable intellectual ability.
19. Proven ability to build effective working relationships with other staff.
20. Willingness to work irregular hours as reasonably required

**DESIRABLE CRITERIA:**

1. Senior Fellow or Principal Fellow of Advance HE.
2. A HCPC registered Biomedical Scientist (current or former).
3. Member of the Institute for Biomedical Science (IBMS).
4. Experience of working in biomedical science laboratories of hospitals or industry.
5. Experience in developing a programme of educational research.
6. Experience of teaching postgraduate (taught) students.