

Candidate Information

Position:	Lecturer (Education) – Pharmaceutical Biotechnology or Pharmaceutical Sciences
School/Department:	China Medical University - Queen's University of Belfast Joint College
Reference:	23/111449
Closing Date:	18 December 2023
Salary:	£40,521 - £56,021 per annum
Anticipated Interview Date:	16 January 2024
Duration:	Permanent

JOB PURPOSE:

China Medical University - Queen's University of Belfast Joint College (CQC) was established in the People's Republic of China (PRC) through a long-standing friendship between Queen's School of Pharmacy and the China Medical University (CMU), one of the foremost medical universities in China. CQC is a College that has the full approval from the China Ministry of Education (MoE) and was created in accordance with the MoE 'Cooperation in Running Schools' (CIRS) Regulations. The first students graduated from CQC in July 2018, with many opportunities thereafter for CQC graduates to enter onto postgraduate courses at Queen's Schools in Belfast.

The postholder will take significant responsibility for the teaching and learning of pharmaceutical biotechnology or pharmaceutical sciences at undergraduate and postgraduate level, and contribute to CQC administration/outreach activity, as required.

The postholder will be required to be based and work at CQC for an extended period (no less than 26 weeks per year). The remaining time to be spent at Queen's University Belfast.

MAJOR DUTIES:

Teaching:

1. Deliver a range of teaching and assessment activities in pharmaceutical biotechnology within an established programme including lectures, setting/marking coursework, practicals, and field work to undergraduates and postgraduates.
2. Select appropriate assessment instruments and criteria, assess the work and progress of students by reference to the criteria and provide constructive feedback to students.
3. Seek ways of improving performance by reflecting on best practice regarding teaching design and delivery and obtaining and analysing feedback.
4. Supervise practical work where it is part of the course and advise students on relevant techniques.
5. Plan and develop independent teaching contributions and contribute to the design or revision of course units.
6. Help to develop appropriate teaching approaches and contribute to curriculum development.

Scholarly Activity:

1. Engage in scholarly activity e.g., conference participation, external funding applications to facilitate conference organisation, student placements/visits and summer schools, and the preparation and publication of book chapters and other teaching/professional materials.
2. Develop networking links with relevant professional bodies to ensure that own teaching reflects current best practice in own area of subject specialism.
3. Maintain and develop teaching and subject expertise.

Administration/Contribution to the Community:

1. Contribute to the School's outreach strategy and reputation by developing external links.

2. Provide pastoral care for students within own area to ensure, as far as practicable, that relevant issues are dealt with in a timely, sympathetic and effective manner.
3. Carry out designated routine School administrative duties, including, for example, committee work, course administration, etc.
4. Be responsible for the record-keeping associated with teaching, the preparation of teaching materials and assessments.
5. Act as a personal tutor (mentor and advisor) for students

Planning and Organising:

1. Plan and manage own teaching, workshops and tutorials as agreed with Vice Dean/Head of School/Director of Education.
2. Design and update modules in line with School's teaching strategy and recent developments in the field.

Resource Management Responsibilities:

1. Use teaching resources, laboratories and workshops as required and in line with best practice.

Internal and External Relationships:

1. Membership of the School Board and Examination Board and such committees relevant to their administrative duties.
2. Collaborate with other staff within School, developing links or joining external networks to share information and ideas.
3. Contribute to the School's outreach programme by establishing links with local stakeholders to include, community groups, industries, etc.

ESSENTIAL CRITERIA:

1. Honours degree in relevant subject (Pharmaceutical Biotechnology, Pharmaceutical Science, Pharmacy, Biomedical Science, Bio-engineering, Biochemistry or related field).
2. Will have or be about to obtain a PhD in Pharmaceutical Biotechnology or Pharmaceutical Science or closely related field.
3. Evidence of ability to publish.
4. Teaching experience, commensurate with stage of career.
5. Have a proficient level of English.
6. Experience of contribution to broader management and administrative processes.
7. Ability to design high quality course materials relevant to the teaching in own specialism and to plan and organise the effective delivery and assessment of taught courses.
8. Good organisational skills with the ability to work on own initiative.
9. Ability to innovate, assess and organise resources.
10. Good communication skills with the ability to impart complex information concisely and clearly.
11. Effective interpersonal skills to liaise with students and colleagues.
12. Ability to work independently with a high level of motivation whilst also working in a team.
13. Ability to encourage commitment to learn in others.
14. High level of analytical capability.
15. Leadership capability.
16. Ability to be based primarily in China to meet the requirements of the role.
17. Bilingual English/Chinese Mandarin.
18. Experience of teaching to non-native speakers in English.

DESIRABLE CRITERIA:

1. Working towards PGCHET and/or membership of an appropriate professional and/or teaching body e.g. Higher Education Academy (HEA).
2. Experience of Pharmaceutical Biotechnology or closely related e.g. biochemistry, molecular biology, biotechnology or Pharmaceutical Science course development and delivery.