

Candidate Information

Position:	Senior 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:	£58,850 - £68,194 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.

This 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:

The following describes the type of work that is typically required of teaching staff at this level.

Teaching:

1. Communicate complex and conceptual ideas to students as well as to peers using high level skills and a range of media.
2. Develop the teaching and learning activities of the CQC by pursuing new and innovative teaching approaches, taking the responsibility for the quality of modules and delivering a range of teaching, learning and assessment activities including lectures, practicals, setting/marking coursework and formal examinations according to own area of subject specialism.
3. Play a lead part in the development of new approaches to the teaching and learning of pharmaceutical biotechnology and/or pharmaceutical science reflective of innovations in the field and developing best practice elsewhere.
4. As Module Coordinator and/or Programme Lead to be responsible for the quality of the course/s, to include ensuring that the content delivered by others, teaching materials and all assessments match the required module learning objectives and outcomes.
5. Contribute to the enhancement of quality teaching within the subject, school or faculty, ensuring that course design and delivery comply with the appropriate benchmarks and regulations.
6. Develop and advise others on learning and teaching tasks and methods.
7. Act as internal examiner for undergraduate and postgraduate students.
8. Contribute to the development of teaching and learning policy locally, and to debate nationally about policy, methods and practices through publications, conference activity and roles that advance quality.
9. Develop and enhance links with relevant professional bodies and other stakeholders to ensure that teaching reflects current best practice in own area of subject specialism.

Scholarly Activity:

1. Engage in pedagogic research and other scholarly activities and work in conjunction with others to apply current subject knowledge and innovation to the teaching of pharmacy biotechnology.
2. Develop proposals and lead funding bids for external contract work that might involve, for example, publishing materials for use within pharmaceutical biotechnology/sciences, conference organisation, stakeholder events, and activities to enhance the student experience, e.g. student visits, placement and/or summer school.
3. Engage in scholarly activity that will enhance CQC and School of Pharmacy, Queen's University Belfast national/international reputation. Such activities may include membership of committees of academic bodies, journal editorships, consultancy/technology transfer projects, entrepreneurial activity.
4. Maintain and develop teaching and subject expertise relevant to current innovations and best practice in the field of Pharmaceutical Biotechnology.

Administration/Contribution to the Community:

1. Contribute significantly to the development and running of the CQC by taking on designated CQC/QUB administrative duties and roles. Such duties may include committee work and course administration. Roles may include, Advisor of Studies, Quality Assurance Aspect Co-ordinator, Module, Year or Programme Co-ordinator, Examinations Liaison Office, and/or other recognised official University roles.
2. Be responsible for the record-keeping associated with teaching, preparation of teaching materials and assessments.
3. Act as mentor or appraiser to colleagues, including Teaching Assistants, ensuring that they are meeting the standards required and advising on their personal and professional development.
4. 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.
5. May sit on major University committees.
6. Contribute to the CQC's outreach strategy by designing or delivering community outreach programmes and developing external links with stakeholders and funders. For example, links with industry, science and/or student recruitment fairs and student development activities (e.g. industry visits, placements and/or summer schools), which may also include securing sources of external funding or support.

Planning and Organising

1. Responsible for the delivery of own educational programmes in line with CQC/QUB teaching strategy.
2. Be involved in strategic planning for CQC and may contribute to the University's strategic planning process in respect of CQC.
3. Work effectively with the Vice Dean and Operations Manager to plan and deliver teaching and to ensure that resources are available.
4. Contribute to the management of quality, audit and other external assessments.

Resource Management Responsibilities

1. Provide academic leadership to those working within programme areas, as course leader/Director of Education or equivalent, by, for example, coordinating the work of others to ensure that courses are delivered effectively or organising the work of a team by agreeing objectives and work plans.
2. Develop and manage staff and resources, in support of major teaching and administrative activities.
3. Contribute to the overall management of CQC, in areas such as budget and business planning and appraisal.

Internal and External Relationships:

1. Membership of CQC committees relevant to their administrative duties.
2. Collaborate with other staff in CQC, China Medical College and Queen's University Belfast.
3. Contribute to QUB and CQC's outreach programme by establishing links with stakeholders to include local community groups, industries, industry and other employer's, etc
4. Lead and develop internal networks for example participating in University committee/s.
5. Lead and develop links with external networks, for example, with professional associations, external examiners and assessors.
6. Develop links with external contacts such as other educational bodies, employers and professional bodies to foster collaboration.

ESSENTIAL CRITERIA:

1. Honours Degree or equivalent in a relevant subject (Pharmaceutical Biotechnology, Pharmaceutical Science, Pharmacy, Biomedical Science, Bio-engineering, Biochemistry or related field).
2. A PhD completed in Pharmaceutical Biotechnology or Pharmaceutical Science or closely related field.
3. Record of peer-reviewed publications and/or other scholarly activity relevant to the field.
4. Record of obtaining external funding for scholarly research, educational development, knowledge transfer or outreach activity, as appropriate to subject area.
5. Substantial experience and proven track record of teaching courses relevant to own specialism at an internationally recognised University with experience of having designed new and innovative modules/programmes or assessment methods in own subject.
6. Record of good student evaluations and/or teaching awards.
7. Proven ability to plan and lead the delivery of teaching programmes, incorporating innovative teaching methods and the development of new techniques and skills relevant to the field.
8. Contribution to a wide range of administrative tasks at a senior level, to include management or budgetary responsibilities.
9. Contribution to and/or delivery of a range of community outreach programmes/initiatives.
10. Understanding of resource management processes and skills to apply them effectively.
11. Excellent communication skills, programme of continuous professional development established and proven skills in coaching and developing others in best practice techniques.
12. Experience of involvement in productive external collaboration with industry/community organisations/other institutions.
13. Ability to provide effective leadership for groups and activities with substantial impact on finance and other resources and/or the reputation of the University.
14. Ability to be based primarily in China to meet the requirements of the role.
15. High level of English proficiency; bilingual in English and Chinese Mandarin.
16. 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. HEA.
2. Involvement with national/international conference or event organisation.