

Candidate Information

Position:	Part Time Teaching Associate (Maternity Cover)
School/Department:	School of Pharmacy
Reference:	19/107805
Closing Date:	Monday 23 September 2019
Salary:	£33,797 per annum
Anticipated Interview Date:	Thursday 10 October 2019
Duration:	Until 28 August 2020

JOB PURPOSE:

To provide high quality teaching and assessment in pharmacology and biotechnology aspects of the undergraduate MPharm, BSc in Pharmaceutical Sciences/Biotechnology and such other programmes as may be required, and other such duties that fall within the general ambit of the post.

MAJOR DUTIES:

Teaching:

1. Deliver a range of teaching and assessment activities.
2. Select appropriate assessment instruments and criteria, assess the work and progress of students by reference to the criteria and provide detailed constructive feedback to students.
3. Seek ways of improving personal performance by reflecting on teaching design and delivery, and obtaining and analysing feedback.
4. Supervise practical work where it is part of the course.
5. Plan and develop independent teaching contributions within an integrated course environment, and contribute to the design and/or revision of course units.
6. Help to develop innovative approaches to teaching and learning.
7. Contribute to curriculum development.

Administration/Contribution to the Community:

1. 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.
2. Carry out designated administrative duties, including, for example, committee work, course administration, employability activities.
3. Be responsible for the record-keeping associated with teaching and the preparation of teaching materials.

Planning and Organising:

1. Plan and manage own teaching activities as agreed with Head of School/Director of Education.
2. Design and update modules in line with School's teaching and learning assessment strategy.

Resource Management Responsibilities:

1. Use teaching resources, laboratories and workshops as required.
2. Act as mentor for students.

Internal and External Relationships:

1. Develop internal and external links appropriate to teaching and professional activities.
2. Membership of the School Board and such other committees relevant to teaching and administrative duties.

ESSENTIAL CRITERIA:

1. Honours degree or equivalent (2:1 or higher) in Pharmacy or a related subject.

2. Higher degree (Masters or equivalent in a relevant subject area).
3. Ability to make a significant contribution to the teaching of pharmacology and biotechnology aspects in undergraduate programmes within the School of Pharmacy.
4. Experience of administration commensurate with stage in career.
5. Evidence of engagement in continuous professional development.
6. A clear communicator, written and oral, able to provide effective teaching to tertiary level.
7. Able to present to the wider academic community.
8. A team player with a collegiate approach to teaching and assessment.
9. Motivated to build a reputation for high quality and innovative teaching in the School of Pharmacy.

DESIRABLE CRITERIA:

1. Pharmacy degree which is registrable with the Pharmaceutical Society of Northern Ireland or the General Pharmaceutical Council (GB) or equivalent.
2. Experience of teaching/supervising/mentoring undergraduate and postgraduate students.
3. PGCHET or equivalent higher education teaching qualification.