

Candidate Information

Position:	Associate Lecturers x 10
School/Department:	School of Electronics, Electrical Engineering and Computer Science
Reference:	24/112135
Closing Date:	Monday 26 August 2024
Salary:	£33,785 - £38,765 per annum
Anticipated Interview Date:	Thursday 12 and Friday 13 September 2024
Duration:	6 years

JOB PURPOSE

The purpose of this job is to support the School of Electronics, Electrical Engineering, and Computer Science in both research and education. They will contribute to the School's novel and impactful research efforts by working towards a part-time PhD in one of the School's Research Centres. In education, they will contribute to the enhancement of teaching and learning by coordinating and providing high-quality support and instruction, resources and feedback to students in lectures, lab-classes and tutorials, across the School's undergraduate and postgraduate taught pathways.

They will also support the promotion of the subjects/degrees taught in EEECS through a variety of outreach initiatives and activities aimed at potential students.

This 6-year fixed-term position offers a balanced and enriching experience in both teaching and research, equipping the candidate with the necessary skills and experience for a successful future career in academia.

MAIN ACTIVITIES/RESPONSIBILITIES:

An Associate Lecturer will be expected to manage their time effectively to fulfil a range of responsibilities across the two main areas of the role (education and research). They will be assigned appropriate education/teaching duties which will account for approximately 40% (on average) of their standard working hours. However, the proportion of time devoted to teaching activities will vary during the academic year depending on the modules to which they are assigned to support and deliver.

Research:

- 1) An essential element of the role will be to work towards the successful completion of a PhD. To that end, an Associate Lecturer will (with the support of their Academic Supervisors) be expected to focus on a particular topic, explore a research hypothesis, and produce a research degree submission in accordance with the Study Regulations for Research Degree Programmes (RDP) within QUB.
- 2) They will engage with their peers and researchers, contributing to the 'Research Culture' within the School and University.
- 3) They will take advantage of opportunities for personal and professional development by attending workshops, seminars, and conferences, publishing papers, and networking with other researchers in their field.

Teaching, Administration & Outreach:

1) The teaching activities and responsibilities assigned to Associate Lecturers will be commensurate with their level of experience and be subject to successful evaluations by experienced teaching staff in the School. They will typically be assigned some of the following responsibilities for several modules within the academic year:

- They will demonstrate in lab classes and mark assignments.
- They will provide tutorial support for students on their assigned modules.
- They will work closely with the module owners to share responsibilities for one-to-one student support.
- They will provide administrative support for academic module owners, including coordinating demonstrators, lab resources, and marking.
- They will attend meetings on matters relating to students, course coordination, management, and assessment.

2) With satisfactory progress, they may also:

- Prepare and deliver teaching and assessment (in partnership with the module owner) at both UG and PGT level.
- Co-supervise UG and PGT student projects
- Act as Personal Tutors

3) They will participate in marketing and recruitment for the School's courses, which may include attending open days, school visits, and other marketing events. Associate lecturers may be asked to perform leadership duties commensurate to their grade.

4) Work towards Fellowship of Advance HE (FHEA).

5) They will perform any additional tasks that are appropriate to the role and grade, as directed by the Head of School or Director of Education.

Annual progression depends on meeting criteria in Teaching, Administration & Outreach, and Research (PhD). Teaching, Administration & Outreach will be monitored through the Personal Development Review (PDR) process and if insufficient progress is made, QUB performance management processes may be applied. Research (PhD studies) will be monitored through the Annual Progress Review (APR) process.

ESSENTIAL CRITERIA

1) A minimum of a 2:1 Honours degree (or equivalent) in Computer Science, Computer Engineering, Electronic Engineering or cognate discipline; OR A relevant (conversion) Master's degree in Computer Science, Computer/Software Engineering, Electronic Engineering or cognate discipline along with a first degree in a STEM subject. Applications are welcome from candidates who are about to obtain their qualification, evidence will be required to be presented to demonstrate successful award before taking up the post.

2) Recent relevant experience must include:

- Demonstrable experience and skills in programming.
- Evidence of successful completion of a substantial project, demonstrating research and data analysis skills.
- Experience in teaching or tutoring or demonstrating at university level or similar pedagogic role.

3) Demonstrable knowledge and understanding of the subject matter relevant to the candidate's chosen area of PhD study. To be successful, a candidate must apply, and be accepted onto one of the supported areas of research.

4) Ability to interact effectively with students and staff.

5) Demonstrate good time management skills and the ability to manage multiple responsibilities simultaneously.

6) Experience working effectively as part of a team.

7) Strong verbal and written communication skills with a demonstrable ability to explain complex concepts in a clear and understandable way which is appropriate to the audience.

8) Demonstrate a passion for learning and teaching.

9) An ability to maintain patience, empathy, adaptability, and a high level of professionalism in all interactions.

DESIRABLE CRITERIA

1) Relevant post-graduate training or teaching qualifications.

2) Demonstrable experience in teaching, tutoring, or demonstrating at university level.

3) The ability to present material in interesting and engaging ways.