

Job Description

Position:	Lecturer in Biomedical Science
Faculty/Service:	School of Health, Science and Society
Reference:	TBC
Grade:	Grade 7
Status:	Permanent
Hours:	Full-time
Reporting to:	Head of School
Responsible to:	Delivery of teaching, assessment, curriculum development and associated research and enterprise initiatives

Main Function of the Position:

- To teach on undergraduate and associated programmes across the Biological Sciences portfolio, and contributing to the management of these programmes wherever possible.
- To contribute to the development of all facets of biomedical science within the school and to the wider portfolio of the Faculty/University as appropriate.
- To undertake research and scholarly activity and/or high level professional creative practice in the field of biomedical science.

Principal Duties and Responsibilities:

1. Support the management and direction of students and learning resources as assigned by the Head of School.
2. Develop and deliver resources, teaching materials and assessments to meet programme/course/student frameworks and learning outcomes on a range of programmes.
3. Supervise and/or co-ordinate the work of taught undergraduate/postgraduate and/or research students, as required.
4. Set, mark and assess students' work, ensuring learning outcomes have been met and feedback is both detailed and constructive.
5. Undertake research and/or other agreed scholarly activity in order to contribute to the development of the field and to further the School/University's standing in the HE sector and wider community.
6. Prepare appropriate proposals and applications to external bodies to secure research funding and generate additional income/opportunities for the University.
7. Use initiative, creativity and judgement in the development of appropriate research methodologies to further scholarly/enterprise activity in the area.

8. Interact on a professional level with relevant internal and external professional bodies to ensure currency of knowledge, relevancy and accreditations.
9. Participate in the development internal and external partnerships to disseminate information, share best practice, establish opportunities for collaborative work and enhance the reputation of the School/University.
10. Design, review and adapt module content in response to student feedback and need.
11. Teach on the academic/research programmes across the School.
12. Engage with quality assurance processes/procedures to ensure that the School/University standards are met.
13. Participate and contribute to the University/School/Programme meetings/boards as appropriate to the role.
14. Contribute to appropriate pre-entry, recruitment, selection and admissions activities (including Open Days and Partner/Employer visits) in order to promote the School and gain a better understanding of student/employer needs/expectations.
15. Prove a first point of contact for student welfare issues, referring problems on where they are complex or serious.
16. Introduce new starters to the School, providing support and training on the skills, processes, systems and activities of the School.
17. Provide feedback to colleagues via peer mentoring schemes to support the development of self and others.
18. Carry out personal and professional development to enhance subject authority and to contribute to the University's reputation for academic and professional excellence.
19. To establish and maintain professional links with industry to ensure high quality placements and close relationships with industrial partners.
20. Ensure and maintain integrity and confidentiality of data and associated data protection requirements in line with statutory and corporate requirements.
21. Ensure a safe working environment and abide by University health and safety policies and practices and to observe the University's Equal Opportunitéis policy and Dignity at Work policy at all times.
22. Awareness of environmental and sustainability issues and a commitment to the University's associated strategy with respect to the performance / delivery of key responsibilities of the role.

Note:

This is a description of the position requirements as it is presently constituted. It is the University's practice to periodically review job descriptions to ensure that they accurately reflect the role requirements to be performed and if necessary update to incorporate changes were appropriate. The review process will be conducted by the relevant manager in consultation with the position holder.

The university is committed to upholding academic freedom and freedom of speech within the law. We support open and respectful debate, the exchange of ideas, and the right of staff and students to question, test, and advance knowledge without constraint, while recognising the responsibility to exercise these freedoms in a way that respects the rights of others.

Please note that this is an evolving role with a requirement to travel and attend events external to the University in support of Faculty/University business requirements.

This appointment is subject to Disclosure and Barring Clearance.

Person Specification

Position: Lecturer in Biomedical Science		Reference:	
School: School of Health, Science and Society		Priority (1/2)	Method of Assessment
Criteria			
1 Qualifications			
1 a)	Honours degree in relevant subject area	Priority 1	Application Form/ Documentation
1 b)	A postgraduate qualification in relevant subject area	Priority 1	Application Form/ Documentation
1 c)	Registration with a relevant regulatory body e.g. Royal Society of Biology, IBMS, HCPC	Priority 2	Application Form/ Documentation
1 d)	A relevant teaching qualification and/or fellowship status of the Higher Education Academy (HEA), or a willingness to obtain fellowship membership of the HEA within a specified time frame	Priority 1	Application Form/ Documentation
1 e)*	PhD/Professional Doctorate or within final year of submission, or equivalent level qualification or exceptional achievements in the professional field see note 4*	Priority 1	Application Form/ Documentation
2 Skills / Knowledge			
2 a)	Able to contribute to the development and delivery of undergraduate/postgraduate programmes in the School	Priority 1	Application Form/Interview
2 b)	Proven ability and commitment to undertake appropriate subject specific research and/or enterprise activity and ensure it informs teaching	Priority 1	Application Form/Interview
2 c)	Credible teaching and assessment skills within a biomedical science context	Priority 1	Application Form/Interview/
2 d)	Proven ability to work effectively independently and with others as a team member	Priority 1	Application Form/Interview
2 e)	Able to operate systems and processes to enhance quality and teaching and learning excellence	Priority 1	Application Form/Interview
2 f)	Ability and commitment to undertake appropriate subject specific research and/or enterprise activity and/or high level professional practice within the field	Priority 1	Application Form/Interview
2 g)	Knowledge and experience in supervising student work and providing appropriate support/feedback	Priority 1	Application Form/Interview
2 h)	Possess sufficient breadth and/or depth of specialist knowledge to work within established programmes and to contribute to research in the area of biomedical sciences	Priority 1	Application Form/Interview
2 i)	Excellent written and oral communication skills and the ability to influence and persuade people at all levels and to exchange complex concepts in a manner appropriate to the audience	Priority 1	Application Form/Interview/ Assessment
2 j)	Awareness of research methods and research application in the field of biomedical science	Priority 1	Application Form/Interview

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Criteria			
2 k)	Proficient in the use of biomedical science related databases and/or relevant bioinformatic approaches	Priority 2	Application Form/Interview
2 l)	Proficient in the use of statistical analysis software	Priority 2	Application Form/Interview
3 Experience			
3 a)	Teaching, research and programme delivery experience	Priority 1	Application Form/Interview
3 b)	Experience of contributing to and implementing quality assurance procedures	Priority 2	Application Form/Interview
3 c)	Experience in using and developing new technologies and professional practice initiatives relevant to the subject area	Priority 1	Application Form/Interview
3 d)	Experience of preparing proposals/applications to external bodies to secure funding and developing successful partnership arrangements with industrial/educational providers	Priority 2	Application Form/Interview
3 e)	Experienced and able to publish results of research	Priority 2	Application Form/Interview
3 f)	Experience in developing and delivering successful learning and teaching improvements	Priority 1	Application Form/Interview
3 g)	Relevant research experience/industry experience in the field of biomedical science or human biology to help inform teaching and best practice	Priority 1	Application Form/Interview /Assessment
4 Personal Qualities			
4 a)	Awareness of the requirements associated with operating within a customer service environment	Priority 1	Interview
4 b)	Commitment to continuous improvement and creative ways of working	Priority 1	Interview
4 c)	Able to successfully lead and manage discrete projects	Priority 1	Interview
4 d)	Able to critically reflect on all aspects of own contributions to the role	Priority 1	Interview
4 e)	Able to network effectively with local/national employers and organisations	Priority 1	Interview
4 f)	Able to demonstrate sensitivity in dealing with colleagues/partners and stakeholders from different	Priority 1	Interview
5 Other			
5 a)	Willing to undertake staff development, which may take place outside the University	Priority 1	Interview
5 b)	Awareness of the principles of the Data Protection Act/ Freedom of Information Act, Prevent, the Bribery Act and UKBA	Priority 1	Interview

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Criteria			
5 c)	Awareness of the requirements of Health & Safety within the work environment	Priority 1	Interview
5 d)	Commitment to the University's policy on equal opportunities and diversity	Priority 1	Interview
5 e)	Flexible in working practises and able to work remotely as required in order to meet the needs of the service.	Priority 1	Interview
5 f)	Able to travel nationally and internationally in order to meet the requirements of the service.	Priority 1	Interview

Note:

1. **Priority 1** indicates **essential** criterion – an applicant would be unsuccessful if unable to satisfy all Priority 1 criterion.
2. **Priority 2** indicates **desirable** criterion - applicants failing to satisfy a number of these are unlikely to be successful.
3. *The role-holder is required to hold a PhD/Professional Doctorate qualification. However, those without a PhD/Professional Doctorate but with equivalent level qualifications or outstanding achievements in the professional field will be expected to complete a PhD/Professional Doctorate within four years from the date of commencement.
4. It is the responsibility of the employee to ensure any professional accreditation/membership remains current
5. Please note it is normally expected that a new appointee will commence at the bottom of grade.