

Academic Role Profile

Job Title:	Lecturer (B) (Research and Teaching Track)
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Responsible to:	Head of Department or Faculty
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Responsible for:	Research staff employed on programmes and awards directed by the post holder. May have supervisory responsibility for other staff.
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Job Summary and Purpose	
To develop a personal research portfolio in line with the Faculty's research strategy, to teach at undergraduate and postgraduate level, and to participate in Faculty administration.	

Main Responsibilities/Activities	
<p>To support the research activities of the Faculty by:</p> <p>Developing the research activities of the Faculty by sustaining a personal research plan independently and/or in collaboration with others as part of a larger research team.</p> <p>Managing and undertaking research activities in accordance with a specific project plan, and supervising and guiding the work of staff and research students on own specialist area.</p> <p>Developing innovative research proposals (as a self-contained item or as part of a broader programme), identifying sources of funding, submitting funding bids, and gaining positive reviews for these. Planning the research to be undertaken.</p> <p>Publishing original research in appropriate journals or other media, as appropriate.</p> <p>Attending appropriate conferences for the purpose of disseminating research results or for personal development.</p> <p>Sustaining and developing professional expertise and maintaining the requirements for registration with the appropriate body (<i>for academics with clinical links only</i>).</p> <p>To support the teaching objectives of the Faculty by:</p> <p>Developing new teaching methods and designing programme units, and taking responsibility for the quality of programme units.</p> <p>Planning, delivering and critically reviewing a range of teaching and assessment activities including lectures.</p> <p>Training and supervising of students (including research students) and acting as a tutor for industrial/professional training year students, according to own area of subject specialism.</p>	

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Setting/marking programme work, practical sessions, supervisions, fieldwork and examinations according to own area of subject specialism, and providing appropriate feedback to students.

Taking part in activities such as validating and examining in relation to the University's associated institutions.

To undertake pastoral care of students

Using listening, interpersonal and pastoral care skills to deal with sensitive issues concerning students and provide support. Appreciating the needs of individual students and their circumstances. Acting as personal tutor and giving first line support. Referring students as appropriate to services providing further help.

To engage in scholarship by:

Continually updating knowledge and understanding in the field or specialism. Extending, transforming and applying knowledge acquired from scholarship to teaching, research and appropriate external activities.

To contribute to the efficient management and administration of the Faculty by:

Performing such personal administrative duties throughout the Faculty as are recognised by the University as properly within the remit of the work of academic staff, as allocated by the Head of Faculty. Such duties may include Faculty co-ordinating roles, for example, running the process of admissions, examinations or teaching quality assessment.

Advising, supervising and giving guidance to other staff

Person Specification

The post holder must have:

An honours degree or an appropriate and equivalent professional qualification in a relevant subject

Normally a doctoral degree

Normally former experience of working as a lecturer

Evidence of administrative and organisational skills

Evidence of current research/scholarship at post-doctoral level or equivalent

Relationships and Contacts

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The post holder will be a member of such Faculty Committees as may be relevant to their administrative duties, for example Faculty Board of Studies and Examination Board. New appointees will be assigned a senior colleague to guide their development and aid their integration into the Faculty and university. Research priorities will be agreed within the strategic framework of the research theme of which they are a member. Teaching and administrative duties will be allocated by the Head of Faculty, within the context of the teaching programmes agreed by the Faculty Learning and Teaching Committee or similar body.

Special Requirements

To be able to participate in residential field work, in the UK or overseas, according to own area of subject specialism.

The post holder is expected to work outside normal office hours as necessary.

All staff are expected to:

- Positively support equality of opportunity and equity of treatment to colleagues and students in accordance with the University of Surrey Equal Opportunities policy.
- Help maintain a safe working environment by:
 - Attending training in Health and Safety requirements as necessary, both on appointment and as changes in duties and techniques demand
 - Following local codes of safe working practices and the University of Surrey Health and Safety Policy
- Undertake such other duties within the scope of the post as may be requested by your Manager.

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Addendum

This document provides additional information relating to both specific aspects of the post/Faculty and any post specific person specification criteria. The information contained within this document should always be read in conjunction with the accompanying generic Job Purpose.

Job Title:	Lecturer in Sustainability and Circular Economy
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Job Summary/Purpose:

The University is launching a new BSc in Environment and Sustainability in September 2023. To support this initiative, as well as to continue to grow sustainability-related research and other teaching, two new lecturer/senior lecturer posts in the Centre for Environment and Sustainability (CES) are now available for applications.

Research and teaching Lecturer/Senior Lecturer: the focus for this post will be in the field of systems thinking and approaches for sustainability and circular economy, with expertise and interests in some areas of AI & digitalisation, systems analysis, planning and optimisation tools and methods, socio-techno-economic analysis, integrated metrics (such as SDG progress monitoring). The post holder is expected to work closely with Professor Jin Xuan on daily basis and join the Circular Economy Research Group led by Professor Xuan. They are expected to contribute to the overall vision and research agenda of the group and collaborate with other academic group members across the schools within the Faculty. In addition to UG and PG teaching, they will be able to support the Practitioner Doctorate Scheme in CES, as this research area links well to the innovation agenda and applications by business. The area also links to research activities in the wider School of Sustainability, Civil and Environmental Engineering (SCEE) (eg in GIS, remote sensing, sustainable infrastructures), and is well aligned to the new Institute for Sustainability's ethos of cross-disciplinary research and innovation.

Background Information/Relationships

The University of Surrey is organised into three Faculties: the Faculty Arts and Social Sciences (FASS), the Faculty of Health and Medical Sciences (FHMS), and the Faculty of Engineering and Physical Sciences (FEPS). This post is within FEPS.

The Faculty of Engineering and Physical Sciences (FEPS) comprises five Schools of: Mathematics and Physics; Sustainability, Civil and Environmental Engineering (SCEE) of which CES is a member; Computer Science and Electronic Engineering; Chemistry and Chemical Engineering and Mechanical Engineering Sciences. It is also home to two pan-University Institutes, the Institute for People Centred Artificial Intelligence and the Institute for Sustainability.

CES is an internationally acclaimed centre of excellence on sustainable development. It takes a multi-disciplinary approach to analysis of sustainable systems, integrating strong, engineering-based approaches with insights from the social sciences to develop action-

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oriented, policy-relevant analysis of and responses to long-term environmental and social issues. CES is known for taking a leading role in the development of whole-systems and life cycle analysis approaches and tools, and their practical application with collaborators in industry for integrated environmental, economic and social systems analyses. CES is located within SCEE and FEPS, but, being highly multi-disciplinary, also enjoys strong links across all faculties and it is envisaged that the appointee may develop links with colleagues across the campus, in social as well as physical science and engineering. The launch of the new Institute for Sustainability demonstrates the University's commitment to multidisciplinary research and education relevant to sustainability, building on more than 30 years of activity across the campus.

CES provides a friendly, collegial and supportive environment in which innovative thought and creativity are strongly encouraged and in which our internationally and culturally diverse group of students and staff can flourish. These activities inform our teaching (undergraduate, Masters, Doctoral and CPD) to enable our graduates to develop the leading-edge knowledge and skills needed for successful careers in all aspects of sustainability.

School: The School of Sustainability Civil and Environmental Engineering has around 35 FTE academic staff and around 400 students; studying on our BEng/MEng in Civil and Engineering, specialist Masters programmes and PhD/EngD. The School was formed in September 2022 and brings together the Department of Civil and Environmental Engineering and the Centre for Environment and Sustainability.

The Circular Economy Research Group is a newly established interdisciplinary research group led by Professor Jin Xuan recently recruited to Surrey. The group currently has 6 academic members of staff across multiple schools within the Faculty of Engineering and Physical Sciences. The Group is leading the National UKRI Interdisciplinary Centre for Circular Chemical Economy (£4.5 million), bringing together stakeholders from academia, industry, government, NGOs and general public to transform the UK's chemical industry into a fossil-independent, climate-positive and environmentally-friendly circular economy. As part of a £30 million strategic government investment it is playing a key role in helping the UK to reduce waste and the environmental impacts of production and consumption and creating opportunities for new UK industries.

Relationships: The appointee will report to the Head of School. They are expected to work closely with Professor Jin Xuan and join the Circular Economy Research Group while maintaining their research independence. They will establish working relationships with staff (including other academics, researchers, technicians and support staff) and students in the School in addition to staff in the wider Faculty and university, as appropriate. They will liaise with sponsors and external bodies informally and formally as needed.

Person Specification

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This section describes the sum total of knowledge, experience & competence required by the post holder that is necessary for standard acceptable performance in carrying out this role. This is in addition to the criteria contained within the accompanying generic Job Purpose.

	Essential/ Desirable
A higher research degree (PhD) in disciplines with direct relevance to Environment and Sustainability	E
A growing record of high quality publications	E
Understanding of the external research environment and evidence of external research grant income generation; or potential to achieve this.	E
A research vision to be pursued over the next five/ten years	E
Ability and willingness to contribute to University life beyond teaching and research	E
Evidence of high quality teaching; or potential to achieve this.	D
Excellent communication, inter-personal and networking skills	E
Evidence of industry experience and/or engagement with industry/other organisations	D

Key Responsibilities

This is not designed to be a list of all tasks undertaken but an outline record of any faculty/post specific responsibilities. This should be read in conjunction with those contained within the accompanying generic Job Purpose.

1. Undertake high quality research, as evidenced by a strong publication record and other metrics associated with successful outcomes, that complements one or more of the existing activities within the School.
2. Apply for funding to support research activities and research students.
3. Deliver a high quality teaching and learning experience to students undertaking undergraduate and postgraduate activities, particularly, but not exclusively, with an emphasis on the new BSc in Environment & Sustainability.
4. Participate in a range of School and University administration activities, as required.
5. Provide pastoral care to students, for example as a Personal Tutor, as appropriate

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N.B. The above list is not exhaustive.