

Academic Role Profile

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| Job Title: | Lecturer (A) (Research and Teaching Track) |
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| Responsible to: | Head of Department or Faculty |
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| Responsible for: | Not applicable |
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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, as appropriate. The duties of the role may be carried out with the guidance of a mentor, if required.

Main Responsibilities/Activities

To support the research activities of the Faculty by:

Developing the research activities of the Faculty by developing an area of personal research and expertise, independently and/or in collaboration with others as part of a larger research team.

Undertaking research activities (sometimes under supervision) in accordance with a specific project plan, and supervising and guiding the work of staff and research students on own specialist area.

Assisting with the development of research proposals and funding bids, with appropriate support, as a self-contained item or as part of a broader programme.

Publishing original research in appropriate journals or other media, as appropriate.

Attending appropriate conferences for the purpose of disseminating research results or for personal development

Sustaining and developing professional expertise and maintaining the requirements for registration with the appropriate body under the guidance of a senior colleague (*for academics with clinical links only*).

May have responsibility for research staff employed on programmes and awards directed by the post holder.

To support the teaching objectives of the Faculty by:

Helping to develop new teaching methods and design programme units, and sharing responsibility for the quality of programme units.

Planning, delivering and critically reviewing a range of teaching and assessment activities including lectures.

Assisting with the training and supervision of students (including research students) and acting as a tutor for industrial/professional training year students, according to own area of subject specialism.

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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 engage in scholarship by:

Continually updating knowledge and understanding in the field or specialism and translating the knowledge of advances in the subject area into the course of study.

To undertake pastoral care of students

Using listening, interpersonal and pastoral care skills to deal with sensitive issues concerning students and providing 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 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, for example, library representative, year tutor.

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 or be working towards a doctoral degree or an equivalent research degree

Evidence of teaching and presentational skills or potential.

Evidence of administrative/organisational skills or potential.

Evidence of current research/scholarship at doctoral level or equivalent, and potential for development

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Relationships and Contacts

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 Veterinary Public Health |
| <u>Background Information/Relationships</u> | |
| <p>You will be expected to complement our existing strengths in teaching and research in the areas of veterinary public health, food safety, epidemiology and infectious diseases. You will have the potential to capitalise on our existing collaborations with experts from world class veterinary research institutes, animal health companies, food producers, government agencies and partner practices.</p> <p>Your training, work and research experience will demonstrate competence in the veterinary public health field. Based on this experience you will be expected to contribute to the ongoing development and delivery of our undergraduate veterinary medicine and science curriculum, ensuring that it conforms to the standards required by the RCVS and EAEVE. You will also develop and contribute to impactful research projects in the field of veterinary public health.</p> <p>You will be responsible to the Head of Section, Population Systems and Public Health, and will work in close collaboration with other members of the Section, the Department of Comparative Biomedical Sciences and the School of Veterinary Medicine.</p> | |
| Person Specification | |
| 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 |
| Evidence of supporting the academic and professional development of students | E |
| Significant work experience in the field of veterinary public health | E |
| Research experience in the field of veterinary public health | E |
| Veterinary degree, ideally registrable with the Royal College of Veterinary Surgeons (MRCVS/FRCVS) | E |
| Excellent communication, inter-personal and networking skills | E |
| A higher research degree (PhD) | D |
| A recognised teaching qualification | D |
| Experience of veterinary public health teaching | D |
| Experience of teaching in a school of veterinary medicine | D |
| Experience of curriculum development | D |
| Special requirements | |
| The post holder will be required to accompany students on off-site visits as part of their veterinary training. | E |

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Key Responsibilities

This document is not designed to be a list of all tasks undertaken but an outline record of any faculty/post specific responsibilities (5 to 8 maximum). This should be read in conjunction with those contained within the accompanying generic Job Purpose.

1. Contribute towards the development and quality improvement of the undergraduate curriculum in veterinary medicine and sciences
2. Directly contribute to undergraduate teaching programmes (including lectures, tutorials, practical classes, research project supervision etc.), particularly in veterinary public health
3. Engage in the development and delivery of the final year intra-mural rotations and electives in veterinary public health, including liaison with external delivery partners
4. Undertake administrative duties such as module co-ordination
5. Develop and contribute to high quality and impactful research projects in the field of veterinary public health
6. Act as a personal tutor to undergraduate veterinary students
7. Support high quality research in veterinary public health and/or education

N.B. The above list is not exhaustive.