

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 teach at undergraduate and postgraduate level, develop a personal research portfolio in line with the Faculty's research strategy, and to participate in Faculty administration.

Main Responsibilities/Activities

To support the teaching objectives of the Faculty by:

Developing new teaching methods and designing programme units, and taking responsibility for the quality of programme units.

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

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.

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 support the research activities of the Faculty by:

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.

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.

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.

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.

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Sustaining and developing professional expertise and maintaining the requirements for registration with the appropriate body (*for academics with clinical links only*).

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:

A veterinary degree registerable with the Royal College of Veterinary Surgeons plus a relevant post graduate qualification or Diploma

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

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

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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 Anaesthesia

Background Information/Relationships

We have a full time post available for an experienced RCVS-registered veterinary surgeon with a post graduate qualification in Veterinary Anaesthesia, who has an enthusiasm for sharing their knowledge and experience with veterinary undergraduates.

The successful candidate will join our supportive team of clinicians to develop and deliver teaching in clinical anaesthesia and patient care. The School offers state of the art teaching resources including dedicated small and large animal clinical skills facilities, wet laboratories and mock clinical practice.

The appointee will lead the anaesthesia teaching at our offsite surgical neutering facility hosted at The Mayhew Clinic in London two days per week during semester. Students attend this facility in small groups, allowing one to one tuition in anaesthesia and surgery and as such the post holder will be supported by a team of three other clinicians and a registered veterinary nurse. We are keen to appoint an individual who can provide our students with the skills and confidence required to practice high quality anaesthesia in clinical practice.

There is also an expectation to support our departmental research strategy. The post holder will be encouraged to undertake educational and clinical research projects to enhance our reputation as global leaders in this area. Clinical research interests are supported through work with student projects and access to our extensive partner network with which to collaborate.

Enthusiasm and a willingness to work flexibly and to adapt to teaching creatively in a range of different contexts are essential, alongside excellent interpersonal and teamwork skills.

The University of Surrey, School of Veterinary Medicine follows a distributed model for final year teaching, and we are actively partnered with leading veterinary practices and local research institutes whose clinicians and scientists participate in teaching throughout the undergraduate curriculum. Successful candidates will join the Department of Veterinary Clinical Sciences and our supportive, multidisciplinary teaching team, who are dedicated to inspiring and equipping the next generation of veterinarians to engage with the challenges of the 21st Century.

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Person Specification	
<p>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.</p>	
	Essential/ Desirable
MRCVS	E
Relevant post-graduate Diploma and/or certificate	E
Experience of teaching veterinary sciences at the undergraduate level	D
Relevant teaching qualification (e.g GradCert HE/FHEA)	D
Extensive clinical experience and practical competencies in veterinary anaesthesia across all species	E
Excellent communication, inter-personal and networking skills	E
Key Responsibilities	
<p>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.</p>	
<ol style="list-style-type: none"> 1. Deliver practical anaesthesia teaching at the offsite surgical neutering facility at The Mayhew Clinic every Tuesday and Wednesday during semester. You will be supported by a lead surgeon and two other clinicians. 2. Contribute to the delivery of veterinary anaesthesia, pain management and associated teaching across the undergraduate curriculum as required. 3. Ensure horizontal (within year) and vertical (across years) integration of anaesthesia teaching across the curriculum. 4. Lead in the development of teaching and assessment formats for veterinary anaesthesia. 5. Undertake educational and clinical research projects as required by the Head of Department to align with the departmental strategy. 6. Undertake administrative duties such as module co-ordination. 7. Offer and supervise undergraduate research projects. 8. Participate in School commitments such as the personal tutor programme, school interviews, applicant days and open days as required. 	
<p>N.B. The above list is not exhaustive.</p>	