

Academic Role Profile

Job Title:	Lecturer in Veterinary Education & Training (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
<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> <p>Setting/marking programme work, practical sessions, supervisions, fieldwork and examinations according to own area of subject specialism, and providing appropriate feedback to students.</p> <p>Taking part in activities such as validating and examining in relation to the University's associated institutions.</p>

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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 and be registered with the Royal College of Veterinary Surgeons (RCVS).

Normally a doctoral degree or be working towards one, or hold a post graduate veterinary qualification (Certificate/Masters/Diploma of European College or equivalent).

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

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.

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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.

The post holder will be expected to travel to partner practices within a 2-3 hour radius or as required. Overnight stay away from home may be required.

The post holder is expected to travel to teaching facilities remote from Guildford as requested by the Head of Department.

The post holder will be expected to contribute to programme development, refreshing assessment activities throughout the academic year, including times when students are not on campus.

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 Education & Training

Background Information/Relationships

We have a position available for a RCVS-registered veterinary surgeon with an enthusiasm for sharing their knowledge and experience with veterinary undergraduates.

The successful candidate will bring a strong understanding of first opinion practice across either companion animal, equine or production animal. Applications from mixed practitioners are encouraged.

The focus of this role is three-fold: to provide internal education to students in their first four years of undergraduate education, to support students on external placements in their final year and to undertake clinical and pedagogical research in their area of expertise.

The approximate breakdown of workload allocation can be found below but may vary depending on business needs.

Internal Education (20%)

Teaching in Years 1-4 will comprise delivery of relevant animal husbandry and clinical teaching focussed on the appointee's clinical specialism. This will include but not be limited to lecture delivery, practical teaching and assessments and may require travel to offsite partner practices.

External Training (60%)

The University of Surrey runs a distributed model of final year education. Intramural rotations (IMR) run throughout the final year and are hosted at partner practices and other veterinary organisations.

The appointee will work with a team of clinical tutors who will support practice-based trained clinical mentors in the delivery of workplace-based clinical education, fostering the individual development, progression and evaluation of final year students toward attainment of day-one competences. This will be achieved through the provision of one-to-one feedback and coaching of students and providing oversight of the successful development of the students' portfolio.

Research (20%)

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The post holder is expected to undertake pedagogical research related to our distributed model of education and will be supported to engage in clinical research in their area of clinical area of expertise. Blocks of time throughout the year will be earmarked to dedicate to applications for funding and undertaking research projects. Collaboration both within the school and with our extensive clinical partner network will be expected and can be supported by our Director of Partnerships and Animal Resources.

Support of student research projects will also be expected.

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.

Qualifications and Professional Memberships	Essential/ Desirable
MRCVS	Essential
Postgraduate Certificate in Learning and Teaching	Desirable
Technical Competencies (Experience and Knowledge) This section contains the level of competency required to carry out the role (please refer to the competency framework for clarification where needed and the Job Families Booklet).	Essential/ Desirable
Experience in veterinary clinical practice	Essential
An interest in/experience of teaching and/or clinical coaching (including vet nurse training)	Desirable
Evidence of leadership and communication skills	Essential
Experience of clinical or pedagogical research	Essential
Special Requirements	
Due to the out of town location of many of our practice partners, the post holder will need to have a valid driving licence at all times.	Essential

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.

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- Participate in the teaching delivery of relevant clinical aspects of the BVMSci programme in Years 1-4 of the programme as appropriate.
- Contribute towards the development and quality improvement of the undergraduate curriculum.
- Provide student support while on IMR placement, including provision of feedback and marking of assessments.
- Act as first point of contact for student-related matters while on placement within practice.
- Provide training and advice to clinical instruction mentors overseeing student progress in practice.
- Develop a clinical or pedagogical research portfolio aligned with the University strategy.
- Support student research projects.

N.B. The above list is not exhaustive.