



Job Title:	Lecturer in Chemistry and Chemical Engineering (Research and Teaching Track)
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Responsible to:	Head of School of Chemistry and Chemical Engineering
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Job Summary and Purpose
To deliver high quality lectures, tutorials and practical sessions for undergraduate and taught masters students on programmes across the School.

Main Responsibilities/Activities
<p>To support the teaching activities of the School by: Delivering high quality lectures and practical sessions for undergraduate and taught masters students on programmes across the School. In particular there will be a focus on separation sciences, analytical sciences and supervision of laboratory chemistry, pharmaceutical sciences and chemical engineering classes. Leading/developing teaching methods, designing undergraduate and postgraduate programmes, pursuing new teaching approaches. Teaching, training and supervising students (including research students), tutor industrial/professional training year students and external examining according to own area of subject specialism. Setting/marking programme work, practical sessions, supervisions, fieldwork and examinations according to own area of subject specialism. Taking part in activities such as validating and examining in relation to the University's associated institutions.</p> <p>To develop the research activities of the Faculty and the University (in collaboration with others in the discipline where appropriate) by: Collaborating with existing staff within the School. Designing and supervising final year undergraduate and MSc research projects. Maintaining an expert reputation in own subject area and providing advice and guidance to staff and students.</p> <p>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.</p> <p>To undertake pastoral care of students by: 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. Taking responsibility for dealing with referred issues for students within own educational programmes, and providing first line support for colleagues, referring them to sources of further help if required.</p>



To contribute to the efficient management and administration of the Faculty, the University and the wider academic community by:

Performing personal administrative duties such as research group leader and roles associated with teaching programmes, as allocated by the Head of School and contributing to the general life and work of the University.

Person Specification

It is essential that the post holder possesses a higher professional qualification, normally a doctoral degree

Demonstrated outstanding qualities and achievements in scholarship and research at a national and international level

Evidence of high quality teaching at undergraduate and postgraduate level

Significant academic publication recorded in refereed journals

Evidence of research, including postgraduate (taught and research) supervision

Relationships and Contacts

The post holder will take a leading role in the delivery of high quality teaching activities across the School, including lectures and laboratory classes, with a focus on separation sciences, analytical sciences and supervision of both chemistry and chemical engineering practical laboratory classes.

The post holder will be a member of such Faculty Committees as may be relevant to their administrative duties, for example 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 into the University. Teaching and administrative duties will be allocated by the Head of School and Director of Learning and Teaching, and will include roles related to both taught programmes and research activities across the Faculty.

Special Requirements

The post holder is expected to work outside normal office hours as necessary e.g. open days

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.