

Post Details		Last Updated: 30/07/2024	
Faculty/Administrative/Service Department:	Faculty of Health and Medical Sciences / School of Veterinary Medicine / Department of Comparative Biomedical Sciences		
Job Title:	Lecturer A (Teaching Track)		
Job Family & Job Level	Research and Teaching	4	
Responsible to:	Head of Department or Faculty		
Responsible for:	Teaching staff in the Department or School. May supervise other staff.		
Job Summary and Purpose			
To have significant input to teaching at undergraduate and postgraduate level.			
To make a significant contribution to Faculty/Department management and administration as appropriate.			
Main Responsibilities and Activities			
Teaching delivery and development:			
Develop teaching methods, materials, technologies and learning environments which enhance the students learning opportunities whilst creating an environment for understanding and enthusiasm amongst students.			
Assist in the development of curricula and lead on programme and course innovations whilst taking responsibility for the quality of programmes developed.			
Plan, deliver and critically review a range of teaching and learning activities including lectures. Contribute to the development of the Faculty's Teaching and Learning Strategy.			
Develop and apply innovative and relevant teaching, learning and assessment techniques including peer review and other recognised metrics.			
Develop appropriate criteria for the assessment of programmes of work, practical sessions, fieldwork and examinations in subject specialism, and provide appropriate protocols for excellent feedback to students.			
Continually update knowledge and understanding in subject specialism and apply to course of study.			
Extend transform and apply new knowledge from pedagogic developments to teaching and appropriate external activities as part of an integrated approach to academic practice.			
Engage in professional and pedagogical research to support subject specialism teaching and learning activities.			
Conduct individual or collaborative projects related to discipline or pedagogy.			
Maintain and develop professional expertise and registration requirements with appropriate professional body under the guidance of a senior colleague.			
Student pastoral care			
Develop and use pastoral care skills to support the academic development of students and ensure a good student experience.			
Act as personal tutor and give first line support before referring students on to appropriate services.			
Management and Administration			
Take on administrative duties such as Examination Officer and Timetabling Officer which contribute to the efficient management and administration of the Faculty/Department.			

Be fully involved with students at all levels of support.

Active involvement in academic, professional or clinical networks in the discipline and start to undertake leadership roles in these networks.

Person Specification

Post holders are expected to hold a degree, higher degree or appropriate equivalent professional qualification (with an expectation of holding a higher degree for those teaching at post graduate level).

Post holder to demonstrate:

- Evidence of high level of teaching and presentational skills
- Evidence of administrative/organisational skills
- Evidence of knowledge and understanding of current developments in the relevant discipline or profession.

A Teaching Qualification e.g. Postgraduate Certificate in Learning and Teaching in HE or equivalent is essential.

Relationships and Contacts

Post holder to be a member of Faculty committees relevant to administrative duties, e.g. Faculty Board of Studies and Examination Board.

Teaching and Administrative duties will be allocated by the Head of Faculty/Department, within the context of the programmes agreed by the Faculty Learning and Teaching Committee or similar body.

Special Requirements

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

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

If it is agreed by the line manager that the post holder will be carrying out research, time will be identified to enable this to take place and appraisal targets will be set accordingly.

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.

Undertake such other duties within the scope of the post as may be requested by your Manager.

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

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 Sciences and Education (Teaching Track)

Background Information/Relationships

We have a full-time post available for a trained veterinary surgeon with a PhD and an enthusiasm for sharing their knowledge and experience with veterinary undergraduates.

The successful candidate should be able to demonstrate a thorough understanding of basic and applied veterinary sciences including anatomy, physiology, genetics, infectious diseases and veterinary public health. They will be expected to complement existing staff in their ability to deliver high quality teaching and assessment across the veterinary programme. Their focus would be on supporting theoretical and practical teaching, including in animal husbandry, anatomy, physiology and infectious diseases, across years one and two of the programme, clinical teaching in years three and four and veterinary public health teaching in year five. Support of practical assessment across all years of the programme, including delivery of OSCE assessments is expected. Contribution to academic administrative duties will also be required.

The post holder will be expected to develop and/or contribute to high quality research in veterinary sciences or education. They will have the potential to capitalise on our existing collaborations with experts from world-class veterinary research institutes, animal health companies and partner practices.

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.

Successful candidates will join the Department of Comparative Biomedical Sciences and our supportive, multidisciplinary team, who are dedicated to inspiring and equipping the next generation of veterinarians to engage with the challenges of the 21st Century.

For more information please contact Dr Martha Betson, Head of Department, Comparative Biomedical Sciences (m.betson@surrey.ac.uk).

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
Veterinary degree, ideally registrable with the Royal College of Veterinary Surgeons (MRCVS/FRCVS)	E
A higher research degree (PhD)	E
Evidence of having made a recognised contribution to the field of veterinary sciences through professional activities	E
Experience of teaching in an educational or professional setting	E
Excellent communication, inter-personal and networking skills	E
Experience of teaching veterinary sciences at undergraduate level	D
A recognised teaching qualification	D
Special requirements	
The post holder will be required to accompany students on off-site visits as part of their veterinary training	E

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 for veterinary medicine.

2. Directly contribute to undergraduate teaching programmes (including lectures, tutorials, practical classes, off-site visits, project supervision etc.), particularly in veterinary sciences, animal husbandry and veterinary public health.
3. Undertake administrative duties such as module co-ordination.
4. Undertake high quality research projects in veterinary sciences or education in alignment with the departmental strategy.
5. Act as a personal tutor to undergraduate veterinary students.

N.B. The above list is not exhaustive.