

Academic Role Profile

Job Title:	Lecturer (possibly Senior Lecturer)
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Responsible to:	Head of the Centre for Environment & Sustainability
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Responsible for:	<p>Research staff employed on programmes and awards directed by the post holder.</p> <p>May have supervisory responsibility for other staff.</p> <p>Teaching on the Centre's Master's programmes and taught programmes elsewhere in Surrey academic departments</p> <p>Supervision of the research projects of Master's and doctoral students</p>
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Job Summary and Purpose
<p>To develop a personal research portfolio in line with the Centre's research strategy, to teach and supervise research students at postgraduate level, to participate in the teaching of sustainability on undergraduate/postgraduate courses in other Surrey Departments and to participate in Faculty administration.</p>

Main Responsibilities/Activities
<p>To support the research activities of the Centre by:</p> <p>Developing the research activities of the Centre by sustaining a personal research plan independently and/or in collaboration with others as part of a larger research team. This will involve identifying sources of funding, submitting funding bids, gaining positive reviews for these, planning and managing the research and supervising and guiding the work of staff and research students.</p> <p>Publishing original research in appropriate journals or other media, as appropriate.</p> <p>Attending appropriate conferences to disseminate research results or for personal development.</p> <p>To support the teaching objectives of the Centre 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>Setting/marking programme work, practical sessions, supervisions, fieldwork and assessments according to own area of subject specialism, and providing appropriate feedback to students.</p>

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Training and supervising of postgraduate taught and postgraduate research students including those on the Industrial Placement Module of the CES Masters' courses and/or on CES's postgraduate research programmes with outside organisations (e.g. CES's Practitioner Doctorate in Sustainability programme) according to own area of expertise.

Taking part in activities such as validating and examining in relation to the University's degree programmes.

To undertake pastoral care of students

Acting as personal tutor and giving first line support using listening, interpersonal and pastoral care skills. Appreciating the needs of individual students and their circumstances. 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.

Sustaining and developing professional expertise and maintaining the requirements for registration with the appropriate bodies.

To contribute to the efficient management and administration of the Faculty by:

Performing such personal administrative duties in the Centre and the Faculty/University as are recognised by the University as properly within the remit of the work of academic staff, as allocated by the Head of the Centre. Such duties may include Faculty/University co-ordinating roles, for example, engaging in the running of admission processes, examinations or teaching quality assessment.

Advising, supervising and giving guidance to other staff.

Person Specification

The post holder must have:

An honours degree or appropriate equivalent professional qualification in a relevant subject - normally a doctoral degree

Normally former experience of working as a lecturer and/or a Post-Doctoral researcher

Evidence of administrative and organisational skills

Evidence of current research/scholarship at post-doctoral level or equivalent

Relationships and Contacts

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The post holder will be a member of such Centre and Faculty Committees as may be relevant to their administrative duties, for example Boards of Studies and Examination Boards. 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 the Centre.

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.

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 (possibility Senior Lecturer) in Environment & Sustainability

Background Information/Relationships

The Centre for Environment & Sustainability (CES) is located in the Faculty of Engineering and Physical Sciences. The Centre enjoys an outstanding reputation for the quality of its teaching, student employability and research.

CES is an internationally-acclaimed centre of excellence on sustainable development. We were first established at the University of Surrey by Professor Roland Clift in 1992. We continue to exert a major influence on the development of industrial ecology, systems analysis for sustainability and on

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policy-makers and civil society in meeting the challenges in living sustainably and well. The impact of our research and teaching is enhanced by our work in close partnership with diverse businesses and industry on sustainable innovation and implementation issues in practice.

Our research uses inter-disciplinary approaches to the analysis of complex systems, integrating the engineering and science-based disciplines with insights from the economic and social sciences, and from this develop action-oriented, policy relevant responses to long-term environmental and social issues. These activities inform our teaching (undergraduate, Masters, Doctoral and CPD) to enable our graduates to develop the leading-edge knowledge and skills needed for successful careers in all aspects of sustainability. Within the wider University CES leads Surrey's strategic Research Theme on Sustainability and is closely engaged with the Urban Living Theme.

CES provides a friendly and supportive environment in which innovative thought and creativity are strongly encouraged and in which our internationally and culturally diverse group of students and staff can flourish.

The post-holder will report to the Head of the Centre.

Person Specification

	Essential/ Desirable
Ability and willingness to teach sustainability and sustainable development subjects at postgraduate levels and some limited teaching to undergraduate courses in other Departments at Surrey	E
Willingness to contribute to the teaching of skills modules	D
Ability to design and run Masters' modules in sustainability	E
Ability to design and supervise postgraduate research projects	E
Willingness to be involved in outreach and external engagement activities	E
Experience in teaching and/or industrial/postgraduate research experience in sustainability related fields	D
Demonstrated aptitude in the design of successful research funding bids and their successful implementation	D
Demonstrated multidisciplinary research interests involving one or more of the following: climate change impacts and responses, systems analysis for sustainability, resource efficiency, sustainable energy analysis, design for environment, infrastructure and technologies supporting sustainable development Note: this list is not exhaustive	D
Evidence of high quality research outputs by publication in academic journals and conference presentations	E
Evidence of impact from your research and/or its application	D

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Key Responsibilities

To teach postgraduate courses in CES, and contribute to curriculum development

To act as co-ordinator of at least one CES postgraduate module

To supervise postgraduate research projects

To apply for research funding grants, and develop a research programme in the field of environmental management and sustainability

To engage with business and industry, for example in support of CES's Practitioner Doctorate in Sustainability postgraduate research programme

To participate in the delivery of skills modules

To act as a personal tutor for postgraduate students

To undertake/contribute to appropriate administrative roles in the Centre/Faculty/University.

N.B. The above list is not exhaustive.