

Academic Role Profile

Job Title:	Lecturer (B) in Enteric Bacteriology
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Responsible to:	Head of Department
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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 develop a personal research portfolio in line with the School of Biosciences and Medicine (SBM) strategic plan with focus on bacteriology research. To teach at undergraduate and postgraduate level, and to participate in School administration.

Main Responsibilities/Activities

To support the research activities of the School and Department by:

Developing the research activities of the School 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 in your 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.

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

To support the teaching objectives of the School by:

Developing new taught 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 students (including research students) and acting as a tutor for industrial/professional training year students, according to your own area of subject specialism.

Setting/marking programme work, practical sessions, supervisions, fieldwork and examinations according to your own area of subject specialism and providing appropriate feedback to students.

Academic Role Profile

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

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 School by:

Performing such personal administrative duties throughout the School as are recognised by the University as properly within the remit of the work of academic staff, as allocated by the Head of Department. Such duties may include School 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:

An honours degree or an appropriate and equivalent professional qualification in a relevant subject

A doctoral degree

Normally former experience of working as a lecturer, though well-established postdoctoral research experience will be considered

Evidence of administrative and organisational skills

Evidence of current research/scholarship

Relationships and Contacts

Academic Role Profile

The post holder will be a member of School Committees as may be relevant to their administrative duties, for example School Board of Studies and Examination Board. New appointees will be assigned a senior colleague to guide their development and aid their integration into the School 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 Department, within the context of the teaching programmes agreed by the School Learning and Teaching Committee or similar body. The post will be based in the Department of Microbial Sciences (Bacteriology Section) within the School of Biosciences and Medicine.

Special Requirements

To be able to participate in residential field work, in the UK or overseas, according to own area of subject specialism and to be able to travel to visit students working on placement in the UK or overseas.

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.

Academic Role Profile

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 Role Profile.	
Job Title:	Lecturer in Bacteriology
<u>Background Information/Relationships</u>	
<p>The post holder is expected to lead an independent research portfolio that is supported by external funding and evidenced by high quality publications, whilst contributing to the teaching of aspects of microbiology and related subjects, including molecular biology and microbial genomics at undergraduate and postgraduate level, including the supervision of doctoral level research. The University of Surrey is a centre of excellence for infectious diseases with considerable recent investment in state-of-the-art equipment. The School of Biosciences and Medicine is home to forward-thinking multidisciplinary approaches to various areas of infectious diseases including the development of novel control strategies and antimicrobial resistance (AMR). The post holder will bring and develop an independent research portfolio that will generate internationally excellent outputs including publications and impact case studies. The role-holder will contribute to bacteriology expertise in relevant areas that may include molecular bacteriology, AMR, zoonoses, enteric bacteria and microbiome research. They will promote research culture and integrating their research expertise with other academics in the School of Biosciences and Medicine and the School of Veterinary Medicine to support excellence in teaching and research across the Faculty.</p>	
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 Role Profile.	
	Essential/ Desirable
Evidence of high-quality publications in an area relevant to the JD	E
Doctoral degree in biological sciences or related discipline	E
Teaching qualification and or teaching experience in HE	E
A research plan in an area relevant to the JD	E
Evidence of research funding success	D
Experience of developing and maintaining external collaborations with a range of stakeholder groups	D
Evidence of PhD student supervision	D
Track record of innovative teaching	D
Experience in programme design and academic administration	D
Special Requirements	Essential/ Desirable

Academic Role Profile

<p>To support the academic culture of the School and Department through regular attendance/leading (as appropriate) of meetings and related activities – both inside and outside of semester time. Due to the nature of academic roles, some travel, and evening and weekend attendance (subject to reasonable notice) will be required.</p>	<p>E</p>
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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 Role Profile.

1. Conduct sustainable independent research to a national and international standard.
2. Stimulate and facilitate bacteriology research in the School of Biosciences and Medicine and across the Faculty of Health and Medical Sciences through collaborations within the University and beyond, to include nationally and internationally, for research grants and publications.
3. Enhance the academic profile of the School through attendance (as a speaker) at conferences.
4. Contribute effectively to the teaching of bacteriology, AMR and related subjects, including molecular biology and genomics as well as administration at undergraduate and postgraduate level.
5. Recruit and supervise PhD students.
6. Contribute to the strategic development and internal and external reputation of the Department of Microbial Sciences, in particular through engagement with programme development and wider University projects and initiatives. initiatives and participation in departmental meetings as required.

N.B. The above list is not exhaustive.