



Job Description

Job title	Senior Teaching Fellow
Department/School	Department of Electronic and Electrical Engineering
Job family	Education and Research
Grade	9
Reporting to	Head of Department
Responsible for	May coordinate the work of less experienced Teaching Fellows, casual staff and/or postgraduate tutors or demonstrators
Location	University of Bath premises

Background and context

The Department of Electronic & Electrical Engineering is a successful and expanding department with approximately 30 academic staff. 91% of our research activity was graded as either world-leading or internationally excellent in the recent Research Excellence Framework 2014 and we had a 90% Overall Satisfaction in the National Student Survey 2016.

The Department is committed to supporting excellence in both research and teaching. It offers a range of undergraduate programmes in electronic and electrical engineering and is expanding its MSc portfolio (<http://www.bath.ac.uk/elec-eng>).

The successful applicant will make a significant contribution to the leadership, teaching and management of the MSc programme in Robotics and Autonomous Systems, a joint programme with the Department of Computer Science.

The jobholder is expected to display an attitude of collaboration and collegiality both with existing members of the Department and the wider community. In particular, the postholder will be expected to link with the Department of Computer Science

Job purpose

To contribute to the academic leadership of the MSc Robotics and Autonomous Systems, ensuring that its aims and objectives are appropriate and are being met through day-to-day management, optimisation of their content and structure, teaching and learning strategy, tutorial support and assessment. To contribute to the development of new MSc programmes as part of the Department's and Faculty's portfolio approach. A particular focus will be achieving and maintaining professional accreditation of current and future MSc programme.

To design and deliver high quality teaching which is informed by significant experience gained via practice, research/study and teaching experience, to include lectures, seminars, laboratory classes, supervision of dissertations or projects, assessment and marking and pastoral care of students, in line with Department and University policy.

To contribute effectively to University wide developments and innovation in the design and delivery of teaching.

Whilst it is essential that teaching is informed by research/professional expertise there is no research component in this role.

Main duties and responsibilities

The job duties and responsibilities listed below are intended to describe the general nature of the role. The duties and responsibilities, and the balance between the elements in the role, may change or vary over time depending on the specific needs at a specific point in time, or due to changing needs in the department/group. Jobholders should note that there may not be an immediate requirement to carry out all the activities listed below.

1	Teaching
a	Design and deliver high quality teaching which is informed by significant professional expertise gained via practice, research/study and extensive teaching experience. To include: designing units of study and their assessment regimes; identifying learning objectives and teaching methods; developing materials and resources, including materials for use online; effective and inclusive teaching and supporting learning activities.
b	Assess the work and progress of students and provide them with constructive feedback.
c	Seek ways of improving performance by reflecting on teaching design and delivery and obtaining and analysing feedback.
d	Develop and apply innovative approaches to improving the learning environment, teaching and/or assessment and feedback methods.
e	Engage in professional development in relation to teaching, learning and assessment, including the use of an evidence-informed approach, which utilises the outcomes of research and scholarship, to enhance practice.
f	Lead course development and the development of new programmes of study demonstrating an inclusive approach to delivery.
g	Participate in teaching initiatives at a regional, national and/or international level to develop/or consolidate teaching interests of the Department.

h	Contribute to outreach and/or Widening Participation activity within the Department, Faculty or University.
i	Take a lead role in programme evaluation, including facilitating student feedback, reflecting on own and colleagues teaching design and delivery and implementing ideas for improving performance.
2	Management and administration
a	Undertake significant management and leadership roles in the Department /Faculty e.g. Director of Studies, and contribute to institutional committees and working parties.
b	Manage and support colleagues with less experience and facilitate their academic and personal development.
c	Represent the Department in external relations as required.
d	Foster and develop internal or external networks of benefit to the Department/University.
e	Act as supervisor for the work of others, for example, part time Teaching Fellows, casual staff and/or postgraduate tutors.

Person Specification

Criteria	Essential	Desirable	Examples measured by
Qualifications			
PhD or equivalent in relevant discipline	√		AF
UG degree in relevant discipline or equivalent qualification/experience	√		AF
Membership of professional body (e.g. The Institution of Engineering & Technology)	√		AF
Higher education teaching qualification or professional recognition (e.g. PGCert, FHEA or equivalent)	√		AF
Experience/Knowledge			
Demonstrates recognisably high quality teaching technique (as evidenced by teaching observations, student feedback scores)	√		AF/Int
Demonstrates depth and breadth of understanding of subject matters at a complex conceptual level	√		AF/Int
A sound understanding of academic processes and university regulations associated with teaching/ teaching quality.		√	AF/Int
Extensive University teaching experience & undertaking management roles in teaching or significant relevant professional experience	√		AF/Int
Skills			
Excellent written and verbal communication skills including presentation skills	√		AF/Int
Excellent interpersonal skills, communication style and team working	√		AF/Int
A creative vision for development, implementation and delivery of successful taught postgraduate programmes	√		AF/Int
Ability to supervise teaching staff and students	√		
Excellent organisational and administrative skills	√		AF/Int
Ability to form positive working relationships within the University, community, business and other partners	√		AF/Int

Attributes			
Commitment to excellence in research and teaching and to providing the highest quality experience for students	√		AF/Int
Commitment to working within professional and ethical codes of conduct	√		AF/Int