



JOB DESCRIPTION

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| Department ¹ : | Earth Sciences |
| Post Title: | Lecturer in Geochemistry |
| Responsible to: | Head of Department |

Main Purpose

Lecturers are expected to teach and supervise at undergraduate and postgraduate level, taking full responsibility for the design, management and delivery of their teaching. Lecturers are expected to undertake research in line with the departmental research strategy, with a growing reputation in their field of expertise. They will also participate in departmental administration as requested by the Head of Department.

The key objectives and principal accountabilities for a lecturer are as follows:

1. To design and deliver high quality teaching programmes, including field-based teaching.
2. To engage in individual and collaborative research activity resulting in high quality outputs, including those to be submitted to the Research Excellence Framework (REF) or its equivalent. Role holders will be expected to secure research funding, third-stream income as appropriate
3. To play a significant role in departmental and College activities including departmental administrative duties as required.
4. To play a role in external engagement and impact by contributing to the quality of life and/or the economy through application of subject expertise and knowledge in practice (i.e. commerce, public institutions, industry, third sector).

Main Contacts

Main contacts are students, other members of academic and administrative staff within the department and College and academics in the field in other institutions.

Duties and Responsibilities of the Post

1. Research and Scholarship
 - 1.1. Develop research objectives and proposals for individual or collaborative research, with the assistance of an appropriate mentor if required.
 - 1.2. Conduct individual and collaborative research projects.
 - 1.3. Produce high quality research outputs for publication in monographs, recognised high profile journals, policy documents, industry-related contexts or as

¹ The term **department** is used to refer to a primary academic unit, but may be named **school**.

performance/exhibition material as appropriate, and provide a strong contribution to the department's REF submission.

- 1.4. Lead small research projects to include supervising the work of others and managing/monitoring a research budget.
- 1.5. Present at conferences and/or other appropriate events.
- 1.6. Identify sources of funding and contribute to the process of securing funds.
- 1.7. To be active in learned societies as appropriate.
- 1.8. Update knowledge and understanding in area of specialism and transfer this current knowledge into programmes and courses of study.
- 1.9. Supervise PhD and other research students in line with disciplinary norms.
- 1.10. Engage in continuous professional development.

2. Teaching, Learning and Student Support

- 2.1. Deliver high quality teaching across a range of programmes/ modules to all levels of student through lectures, tutorials, practicals, seminars and field courses.
- 2.2. Design and deliver sound and, where appropriate, innovative approaches to the learning experience for students with the intention of challenging preconceptions and fostering debate. Develop the ability of students to engage in critical discourse, articulate self expression and reasoned argument.
- 2.3. Plan and deliver high quality teaching using a range of techniques to inspire and engage students.
- 2.4. Identify learning needs of students and define appropriate learning objectives.
- 2.5. Design and develop own teaching materials, with guidance if required.
- 2.6. Supervise the work of students, including field trips / placements where appropriate.
- 2.7. Undertake and complete administrative duties required in the professional delivery of teaching.
- 2.8. Set, mark, and assess work and examinations; select appropriate assessment instruments and criteria; and provide constructive and comprehensive feedback to students.
- 2.9. Undertake Personal Tutor duties, and/or provide first-line support for sensitive issues, referring on as appropriate to services providing further assistance.
- 2.10. Adopt an approachable and accessible attitude towards students, offering an open door policy, informal advice etc.

3. Leadership, Enhancement, External Engagement and Impact

- 3.1. Attend and contribute to departmental and College meetings.
- 3.2. Assist with undergraduate and postgraduate recruitment.
- 3.3. Participate in department or College working groups or Committees, as required.
- 3.4. Engage in departmental activities such as attendance at open days or departmental applicant visit days.
- 3.5. Advise and provide support to less experienced colleagues.
- 3.6. Build internal contacts and participate in internal networks for information, research purposes and to form relationships for future collaboration.
- 3.7. To participate in external networks, for example to identify sources of funding, contribute to student recruitment, be active in learned societies and or professional bodies, secure student placements, market the institution, facilitate outreach work, generate income, obtain consultancy projects, or build relationships for future activities.

4. Departmental Requirements

- 4.1. To support research, teaching and third-stream activities within the geochemistry facility by contributing to the operation and management of facilities and instruments
- 4.2. To contribute to the departmental teaching programme at undergraduate and masters level

- 4.3. To lead undergraduate classes in field geology
 - 4.4. To develop and supervise projects for Masters and PhD students
 - 4.5. To carry out high impact research in geochemistry using departmental geochemical facilities leading to publications of the highest REF quality.
 - 4.6. To work with existing research groups within the department and to develop new areas of funded research and research initiatives that complement ongoing research activities
 - 4.7. To contribute to outreach or recruitment activities and open days which might occasionally involve working unsociable hours or weekends
5. Undertake additional duties, as required by the Head of Department, consistent with the status and grading of the post.

The above list of duties may be adjusted in the light of the expertise of the appointed candidate.

As the needs of the College change so the above job profile, duties and location of the role within the College will be adjusted accordingly.