



JOB DESCRIPTION

Job Title:	Teaching Fellow in Computer Science (0.5 FTE)
Department / Unit:	Computer Science
Grade:	RHUL 7
Accountable to:	Head of Department
Accountable for:	N/A
Purpose of the Post	
Teaching and Tutoring, Software development, Outreach, Administration, Scholarship.	
Key Tasks	
<p><i>Teaching and Tutoring</i></p> <ul style="list-style-type: none"> • Coordinate, or assist in the coordination of, laboratory-based teaching in the Department, which includes: <ul style="list-style-type: none"> ○ Liaising with the module convenors in relation to preparing the required laboratory sessions. ○ Recruiting teaching assistants, assigning them to laboratory sessions, and supervising their delivery. ○ Liaising with the CIM IT Team to ensure that required software is installed. • Deliver teaching, including marking and returning feedback to students. • Contribute to teaching, assessment, and supervision of student projects as agreed with the Head of Department. <p><i>Software development</i></p> <ul style="list-style-type: none"> • Contribute to the development of software applications that support laboratory-based teaching or departmental administration. • Contribute to wider software-development activities in which the Department is involved. <p><i>Outreach</i></p> <ul style="list-style-type: none"> • Contribute to departmental outreach activities, including Open Days, Applicant Visit Days, Taster Days, and participation in festivals. <p><i>Administration</i></p> <ul style="list-style-type: none"> • Undertake other ad hoc assignments as required. <p><i>Scholarship</i></p> <ul style="list-style-type: none"> • Time over the year will be allowed for the role holder to engage with scholarship in the discipline to inform teaching and ensure that the role holder remains up to date. Some 	

engagement in research and dissemination in formats consonant with the departmental research strategy may be undertaken, as agreed with the Head of Department.

Other Duties

Any other duties as required by the Head of Department that are commensurate with the grade. 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 in consultation with the role holder.