

Job Description: Assistant Professor (Education)

Post title and post number	Assistant Professor (China based)
College/Budget Centre	College of Medical and Dental Sciences
School/Department	School of Biomedical Sciences
Full time/Part time	Full Time
Duration of the Post	Permanent
Salary	
Additional information	
Terms and Conditions	Academic Teaching Staff
Closing Date	
Grade	8

Summary of Role

The individual will be based full-time at Huazhong University of Science and Technology (HUST; 华中科技大学), China.

You will contribute to the teaching, leadership and administration of the Joint Educational Programme (JEP) delivered at HUST.

The individual will take responsibility for and make a substantial contribution to development and delivery of teaching and assessment at all levels of the UoB BSc Biomedical Sciences degree within the JEP. The role will also include enhancement of the student experience or employability, that are of manifest benefit to the College and the University. You will be expected to advance teaching and learning practice in your modules within the school, take a role in leading curriculum development, and play an important role in student academic and pastoral support. You will deliver excellent teaching that inspires students, and is informed by discipline-based research

Management and administration to include module leadership and management activity, schools outreach and public engagement.

In addition, you will be expected to contribute to academic citizenship, likely to be demonstrated through generous, mutually respectful and supportive working relationships with all staff, students and external stakeholders and ensuring the way you carry out your role impacts positively on how others carry out theirs.

Main Duties / Responsibilities

Education

You will contribute across the range of teaching and learning activities:

- contribute to leading curriculum development and/or renewal;
- develop and manage approaches to teaching and learning that are best practice in the subject area or institution;
- advise others on aspects of learning, teaching and assessment;
- advance the practice of teaching in their modules and within the school, and play an important role in student academic support;
- inform your teaching practice by discipline based research;

- frequently update your subject expertise, and undertake personal professional development in teaching, including self-reflection on own teaching, using student and peer review feedback, to enhance own teaching and learning processes;
- you may play an important role in the recruitment and admission of students; and co-supervise doctoral students to completion.

Using a variety of methods in teaching and advising individuals and groups of undergraduates, including (as appropriate):

- Teaching and examining Biomedical Science modules on the JEP
- Planning and reviewing your own teaching approaches and encouraging others to do the same.
- Designing contemporary, inclusive, engaging and academically challenging curriculum content including actively engaging students in curriculum design.
- Working collaboratively with colleagues to design and deliver teaching, learning and assessment.
- Using digital resources/environments effectively to support learning and assessment.
- Where appropriate, undertaking and developing the full range of responsibilities in relation to supervision, marking and examining.
- Undertake own teaching, which will include teaching and examining courses at a range of levels, planning and reviewing own teaching approaches, developing programme proposals, supervision, marking and examining. You will ensure that your teaching practice is informed by discipline-based research, through participating in the research culture of the School.

Management/Administration

To contribute to Departmental /School administration. This may include:

- Contributing to the administration/management of teaching across the Department/School;
- Where appropriate, leading and managing a team to devise and implement a new and/or revised process (e.g. new programme or a recruitment drive);
- Advising on personal development of colleagues and students;
- Making a sustained contribution to widening participation, schools' outreach and/or public understanding of the discipline.
- Promoting equality, diversity and inclusion through monitoring and evaluation and actively challenging unacceptable behaviour.

Citizenship

Contributing to an inclusive working environment:

- Pursuing your activities in a way that helps others to pursue their activities effectively and efficiently.
- Demonstrating a willingness to be involved in a variety of activities supporting University life (e.g., participation in graduation, School committees).
- Demonstrating support for colleagues, such as sharing resources, providing advice.
- Willingness to volunteer for one-off duties (such as supporting School/PAU projects).
- Taking collective ownership of challenges faced by the School or College and working with colleagues to develop solutions;
- Positively engaging in School strategic initiatives.

- Proactive support and involvement in activities specifically contributing to a positive and inclusive community spirit across the School/College/University.

Person Specification

- A PhD or equivalent in a Biomedical discipline.
- Extensive teaching experience and scholarship within subject specialism.
- Proven ability to devise, advise on and manage learning.
- Ability to be based in China.
- TEFL and CELTA (or equivalent English Language teaching qualification)) would be an advantage but is not essential.

Teaching

- Ability to design, deliver, assess and revise teaching programmes.
- Extensive experience and demonstrated success in developing appropriate approaches to learning and teaching and advising colleagues.
- Experience and achievement in knowledge transfer, enterprise and similar activity that enhances the student experience or employability.

Management Administration

- Ability to contribute to School/programme management processes.
- Ability to assess and organise resources effectively.
- Understanding of and ability to contribute to broader management/administration processes.
- Experience of championing Equality, Diversity and Inclusion in own work area.
- Ability to monitor and evaluate the extent to which equality and diversity legislation, policies, procedures are applied.
- Ability to identify issues with the potential to impact on protected groups and take appropriate action.