



THE POST

College:	College of Engineering, Mathematics and Physical Sciences http://emps.exeter.ac.uk/
Post:	Senior Lecturer (Education and Scholarship) in Civil Engineering
Reference No:	P57261
Grade:	G
Reporting To:	Head of Engineering

The above permanent post is available immediately in the College of Engineering, Mathematics and Physical Sciences (CEMPS).

The College is continuing with a strategy of sustained investment in both academic staff and infrastructure to provide a catalyst for significant growth in both research activity and student experience. In recognition of their pivotal importance to both, the College is looking to attract exceptional candidates to join its dynamic faculty.

As part of the ongoing strategy, the College is expanding its provision of degree apprenticeships as a means of furthering innovative education provision firmly embedded within industry. This post is required in particular to lead delivery of a new Civil Engineering Site Management degree apprenticeship programme launching in September 2017.

Job Description

Main purpose of the job:

This post is specifically required to support the delivery of the Civil Engineering Degree Apprenticeship programme, being launched in September 2017. Developed in collaboration with Laing O'Rourke, this BEng programme will be delivered to full-time employees of a consortium of major construction companies over a five-year programme of two-week intensive residentials and work-based learning.

You will have responsibility for managing and monitoring the Civil Engineering Degree Apprenticeship programme within the College and the associated operational administration, curriculum development, and quality management and enhancement (including accreditation by relevant professional institutions where appropriate). You will work with the Associate Dean of Education to ensure the efficient and effective delivery of the programme in accord with the College's education strategy, and contribute to the development and implementation of innovative teaching practices across the College.

Main duties and accountabilities:

Teaching and Learning Support

1. Lead the delivery of the Civil Engineering Site Management degree apprenticeship programme, including oversight of day-to-day operational processes (e.g. timetabling, assessment, examination systems), and programme accreditation processes.
2. Work with relevant Professional Services colleagues and professional bodies to ensure enhancement and quality insurance of the curriculum across the College and regularly review programme content and materials, updating when required.
3. Work with the key employer partners involved in the development and delivery of the Civil Engineering Site Management degree apprenticeship
4. Teach a range of material across the Civil Engineering Site Management degree apprenticeship.

5. Develop, promote and implement innovative teaching practices as required for the delivery of degree apprenticeships (with support from the University's Education Enhancement Unit), including technology enhanced learning in particular.
6. Oversee the monitoring of student progress and provide advice and guidance to personal tutors and students as appropriate, including oversight of the needs of students with special requirements and processes pertaining to mitigating circumstances.
7. Engage with the University Centre in working groups and committees as required.

Managing people

1. Contribute to the development of teams and individuals through the appraisal system and providing advice on personal development.
2. Act as a personal mentor to peers and colleagues.
3. Resolve problems affecting the quality of programme delivery and student progress.

Scholarship

1. Conduct individual or collaborative scholarly projects.
2. Identify sources of funding and contribute to the process of securing funds for scholarly activities.
3. Be aware and informed of developments in higher education relevant to the development of teaching and learning strategies within the College.

Communication

1. Disseminate conceptual and complex ideas to a wide variety of audiences using appropriate media and methods to promote understanding.

Liaison and Networking

1. Lead and develop internal networks for example by chairing and participating in College or University committees or working groups.
2. Act as an external examiner to other Institutions and provide professional advice as appropriate.
3. Lead and develop external networks for example with external examiners and assessors.
4. Develop links with external contacts such as other educational bodies, employers, and professional bodies to foster collaboration.

Teamwork

1. Lead teams within areas of responsibility.
2. Ensure that teams within the College work together.
3. Act to resolve conflicts within and between teams.

Pastoral care

1. Deal with referred issues relating to pastoral care of students, referring them to sources of further help if required.
2. Provide first line support for colleagues, referring them to sources of further help if required.

Initiative, problem solving and decision-making

1. Resolve problems affecting the delivery of programmes and modules in accordance with regulations.
2. Make decisions regarding the operational aspects of educational programmes.
3. Monitor student progress and retention.
4. Identify opportunities for strategic development of new programmes or appropriate areas of activity and contributing to the development of such ideas.

Planning and managing resources

1. Contribute to the overall management of the College in areas such as resource management, business and programme planning.
2. Be responsible for setting standards and monitoring progress against agreed criteria for area of responsibility.
3. Be involved in College level strategic planning and contribute to the Institution's strategic planning processes.
4. Plan and deliver consultancy or similar programmes and ensure that resources are available.

This job description summarises the main duties and accountabilities of the post and is not comprehensive: the post-holder may be required to undertake other duties of similar level and responsibility. Please visit the Human Resources website to view full role profile
<http://www.exeter.ac.uk/staff/employment/academicroles/youteach/roleprofiles/>

Person Specification

The successful applicant will have a strong track record in Civil Engineering education, or be an experienced practitioner with a desire to move into education. He/she will be able to demonstrate the following qualities and characteristics:

Competency	Essential	Desirable
Attainments/Qualifications	<p>A first degree in Civil Engineering (preferred) or equivalent</p> <p>A PhD or equivalent qualification/ experience in Civil Engineering or a closely related discipline</p>	Principal Fellow of the HEA
Skills and Understanding	<p>Possess an in-depth understanding of own specialism to enable the development of new knowledge and understanding within the field.</p> <p>Teamwork skills to work in collaboration with existing group members</p>	
Prior Experience	A strong background in/ knowledge of working with the Civil Engineering industry, preferably with membership of a relevant professional body	<p>Have experience of teaching, curriculum development and quality management and enhancement in an HE environment.</p> <p>Have proven Leadership qualities in an HE environment.</p>
Behavioural Characteristics	<p>Excellent written and verbal communication skills.</p> <p>Enthusiasm for delivering educational programmes, particularly through innovative methods required for degree apprenticeships</p> <p>Have knowledge of tertiary education and be able to use a range of delivery techniques to enthuse and engage students</p> <p>Able to communicate complex and conceptual ideas to a range of groups.</p> <p>Able to participate in and develop external networks.</p> <p>Be able to demonstrate independent and self-managing working styles</p> <p>The attitude and ability to engage in continuous professional development.</p>	

Terms & Conditions

Our Terms and Conditions of Employment can be viewed [here](#).

Further Information

Please see our [website](#) for further information on working at the University of Exeter.

