
ROLE PROFILE and PERSON SPECIFICATION



Academic Post Title	Senior Lecturer - School of Marine and Environmental Science
Remuneration	£37,137 - £45,549 (University of Gibraltar Grade F3)
Other Benefits	Access to either Gibraltar Provident Fund or the Guaranteed Superannuation Fund pension schemes after probation
Probation Period	12 months
Base Location	Europa Point Campus
Hours	37-hours per week
Annual Leave	25 days plus public holidays
Responsible to	Head of School (Marine & Environmental Science)

GENERAL

The University of Gibraltar is a not-for-profit independent tertiary institution established in Gibraltar under the University of Gibraltar Act 2015. Its principal mission is to respond to current societal needs as well as to shape personal and professional futures through the pursuit of education, training, and research. The University is committed to innovative partnerships with business, government, charitable foundations, healthcare and educational institutions. It is a regionally facing institution that seeks to be globally engaged and recognised.

ABOUT THE SCHOOL

The School of Marine & Environmental Science aims to prepare graduates to meet industry needs by supporting the development of competent, experienced marine/environmental consultants and coastal managers for business, thus meeting the growing demand for truly multidisciplinary graduates within the growing environmental sector, particularly in the areas of Marine coastal zone management, area-based marine tools, environmental and biological conservation.

JOB PURPOSE

To take a lead role in delivering high-quality teaching, research, scholarly and academic management within the University. To develop and manage learning, teaching and research / professional practice activities that enhance the discipline and support an excellent student experience in line with the University strategy.

MAIN DUTIES AND RESPONSIBILITIES

Learning and Teaching

1. Develop and engage in high-quality learning, teaching and assessment at undergraduate and postgraduate level. Although predominantly face to face, this may, at times include using online and blended approaches to learning.
2. Develop and deliver a teaching portfolio that reflects best practice and is regularly reviewed and refined through self-reflection, peer-support, student feedback, professional development and where applicable scholarly activity.
3. Teach as a member of a School team in a variety of settings from small group tutorials to large lectures and using online / digital technologies (e.g. Canvas) where appropriate.
4. Identify the learning and development needs of students and define appropriate learning objectives, methods and resources to meet their needs.
5. Develop the skills of students, applying appropriate approaches to teaching, enabling them to challenge thinking, foster debate and develop their ability to engage in critical discourse and rational thinking.
6. Supervise the work of students, provide advice on study skills and assist them with learning problems – this includes supervision of field trips and placements where appropriate.
7. Select appropriate assessment instruments and criteria, assess the work and progress of students by reference to the criteria and providing constructive and timely feedback to students.
8. Supervise postgraduate research students and participate in professional development activities that further enhance research and supervisory skills.

Administration, Support and Management

9. Lead the development of the subject discipline within the University through management of curriculum review activity and oversee the development of learning and teaching materials, methods and approaches with guidance from the Head of School.
10. Act as ‘module leader’ and manage personal administrative tasks including responsibility for the planning of taught programmes.
11. Ensure that relevant **University academic regulations, quality codes, processes and procedures** as described in the University Quality Handbook are implemented effectively and contribute to the review of quality codes and processes as required.
12. Contribute to the School and University community through internal and external engagement activities (e.g. School administration, open days, outreach, committee membership, peer support, knowledge exchange, public engagement) taking a leadership role where required.
13. Provide pastoral support for students where appropriate; using listening, interpersonal and empathy to deal with sensitive issues concerning students and provide support.
14. Participate in internal and external networks and events in order to maintain and enhance professional standing in your field as well as promoting, and enhancing the reputation of, the University.
15. Supervise postgraduate students, researchers or other grant-funded staff if required.
16. Mentor colleagues with less experience and support / advise on personal development and inform the Head of School of same.

Research and Scholarly Activity

17. Actively engage in research and/or professional practice that contributes to the University’s growing research culture and research direction, including the production of peer-reviewed publications, presenting at conferences, authoring books and other forms of output as agreed with the Head of School.

18. Take a lead role in identifying opportunities and writing proposals for external funding for research and/or reach-out activities and contribute to the subsequent delivery of projects that are funded, as agreed with the Head of School.
19. Continually update knowledge and understanding at the forefront of the academic discipline and, if appropriate, also at the forefront of the relevant area of professional practice.
20. Translate knowledge of advances in the subject area or professional practice into the academic programme of study.
21. Engage in approved collaborative partnerships and contribute to the University's work in influencing leading edge practice, as agreed with the Head of School.

School Specific

22. Further identify and implement areas of growth relevant to the School in both teaching and research.
23. Based on current teaching and research themes, continually enhance content for marketing purposes to aid recruitment of new students.
24. Through academic activities, take an active role in raising the School's teaching and research profile both locally and internationally.

Other

25. Actively promote the mission and values of the University.
26. Act ethically and uphold University's sustainability commitment at all times.
27. Work within the Health, Safety and Welfare at Work Act 1999; fulfilling the legal duty to take responsible care for own health and safety and others who may be affected by their actions.
28. Support the University's major events such as graduation day, public lectures, open days, applicant days, interviews, clearing and other key events.
29. Ensure that the highest standards of professional performance are maintained.
30. Promote equal opportunities, diversity and inclusion in the work of the University.
31. Ensure compliance with relevant legislation and statutory codes of practice, as advised.
32. Participate in the University's performance review and appraisal processes.
33. Ensure all University policies are implemented within the remit of this post.
34. Any other duties as may reasonably be required commensurate with the grade of the post, as requested by line manager.

This position description is a guide to the work the postholder will initially be required to undertake. It may be amended from time to time to meet changing circumstances by mutual agreement. It is expected the job description will be regularly reviewed by the postholder and line-manager. These discussions will normally take place during the annual Staff Performance and Development Review (SPDR).

Although the base location is as shown, the role holder may be required to work on any university site or associate campus.

A summary of the essential and desirable attributes appears below and forms part of this position description.

PERSON SPECIFICATION

	Essential [E]	Desirable [D]
Qualifications and/or Professional Development	<ul style="list-style-type: none"> • A PhD (or recognised equivalent) in relevant subject area or a good Master's degree with significant (relevant) industry experience. • Professionally recognised teaching qualification, or willingness to work towards one within 12-months. • Evidence of commitment to continuing professional development and lifelong learning. 	<ul style="list-style-type: none"> • Professional membership of relevant organisation / professional accreditation. • Record in producing research of a quality that is internationally excellent in terms of originality, significance and rigour.
Previous Experience	<ul style="list-style-type: none"> • Significant experience of teaching and learning within a Higher Education environment. • Academic leadership / management in Higher Education e.g. Course / Module leader. • Developing learning to be inclusive and meet the needs of students from diverse backgrounds including cultural, class and ethnicity. • Sufficient relevant/current industry experience to support application of academic content to practice with credibility. • Track record of subject-relevant research publications. 	<ul style="list-style-type: none"> • Contributing to HE leadership i.e. through decision-making and/or committee membership • Management experience in a professional environment. • Planning workloads, projects and allocation of resources.
Knowledge, Skills and Abilities	<ul style="list-style-type: none"> • Outstanding knowledge of breadth and depth of subject in order to deliver academic content with credibility. • Excellent, and up to date, knowledge of current disciplinary methodologies within subject. • In-depth knowledge of pedagogy, including the ability to use technology to enthuse and engage students with diverse learning styles. • Able to lead income generation through external funding bids and collaborative activity. • Able to foster critical thinking, curiosity, debate and develop the ability of students to engage in critical discourse and rational thinking. • Able to evaluate learning methods / outcomes and adapt based on student and peer feedback. • Able to contribute to the research activity of the University through participation in independent and collaborative research projects. • Outstanding organisational skills and able to manage multiple priorities, work effectively under pressure and meet deadlines. • Able to communicate complex information clearly, articulately and confidently using a range of channels. • Strong IT skills including using Microsoft Office, and digital technologies / learning platforms. • Able to work effectively in a team, but also able to take initiative, exercising due tact and judgement. 	<ul style="list-style-type: none"> • Excellent liaison and networking skills with the ability to develop and foster relationships and partnerships that extend the reputation of the University. • Able to take a lead role in programme outreach activity and services, including online presence for marketing and portfolio purposes. • Able to respond positively to challenging situations and solve problems quickly and creatively. • Excellent project management skills.

Values and Principles

- Commitment to the University's values.
- Strong commitment to, and understanding of, the principles of equality, diversity & inclusion.
- Commitment to high-quality learning and teaching and the student experience.
- Culturally nimble and able to interact in a work environment in both very formal and very informal contexts.