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| **Job Title:** | Teaching Fellow (title under review) |
| **Department/Division/Faculty:** |  |
| **Campus location:** |  |
| **Job Family/Grade:** | Teaching Fellow (equivalent to Level 6) |
| **Responsible to:** |  |
| **Line Management responsibility for:** |  |
| **Key Working Relationships (internal):** |  |
| **Key Working Relationships (external):** |  |
| **Contract type:** |  |

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| **Purpose of the Post**  Imperial College London is the only UK university to focus entirely on science, engineering, medicine and business. Our international reputation for excellence in teaching and research sees us consistently rated in the top 10 universities worldwide.  We aim to offer all of our students a world-leading, rigorous, evidence-based, inclusive educational experience embedded in a vibrant research environment. Our new Learning and Teaching Strategy, launched in June 2017, sets out an ambitious programme of work aimed at establishing Imperial as a global leader in innovative, evidence-based education. Implementation of the Strategy will be underpinned by significant new investment in education which will support new, innovative, evidence-based teaching and learning methods across the College.  *Insert information about the Department and taught programmes here.*  As XXXX Teaching Fellow – you will provide recognised XXXX expertise and strategic leadership across the Faculty, working collaboratively with the curriculum review project teams, academic leads across undergraduate and postgraduate programmes, education support staff, and a team of creative digital learning professionals. You will be responsible for leading a team of XXXX Teaching Fellows across the Faculty with whom you will work to deliver and evaluate a range of complex XXXX projects.  You will provide advocacy, guidance, consultancy and advice on the high-specification design, development and delivery of a transformed XXXX.  An essential aspect of your role will be the effective communication of these changes as well as the engagement of academic staff in the transformation project.  In this role, you will work with academic leads to evaluate their education transformation projects, bringing your XXXX research expertise to facilitate insightful evaluation and strategically link evaluation across the Faculty and more widely across College, extending and integrating it as appropriate to produce high quality XXXX research output for publication.  *Amend as relevant with additional detail relevant to the role.* |
| **Key Responsibilities** *(To be amended as applicable. These are intended to indicate representative work activities rather than be prescriptive in nature. They provide an indication of the types of tasks, and their level of complexity expected at this grade in the Learning and Teaching job family. Staff are not necessarily expected to undertake all of the tasks listed; some staff will be undertaking different tasks)*  Contribution to the College's Educational Mission   * Provide strategic leadership in curriculum design and delivery across a range of programmes of study at various levels, in a way which is consistent with the aims of the Learning and Teaching Strategy. Use an evidence-based approach to develop suitable strategies where areas of current provision are identified as in need of revision or improvement, considering both immediate and longer-term implications (e.g. education standards, quality assurance and other external evaluation) * Leadership of major areas of teaching activity, applying knowledge acquired from scholarship to own teaching practice. Support others in the effective use of appropriate teaching, learning support and assessment methods by translating scholarly activity and relevant educational theory and strategy into contextually relevant good practice * Lead, manage and develop those involved in planning, delivering and/or supporting teaching and learning activities and programmes, motivating and mentoring them to better meet current and future professional requirements * Evaluate teaching and learning provision, keeping abreast of external developments and using cross-sector awareness and expertise, adopting an evidence-based approach to enhance quality * Provide leadership to and develop activities such as admissions, student recruitment and outreach work * Identify trends, strengths, weaknesses, opportunities and threats in learning and teaching, student attainment and progression that may have an impact at College/Faculty level, reporting when appropriate so as to facilitate appropriate and timely response   Educational Research, Evaluation and Critical Enquiry   * Lead and be recognised in activities of evaluation, critical enquiry and educational research * Engage in contextually-relevant education-related research and other scholarly activities e.g. through membership of appropriate bodies and committees, editorships of journals, writing textbooks etc.) * Publish educational policy/research leading to an established reputation in the subject area and sector * Secure internal or external funding for teaching initiatives or scholarship   Leadership and Management   * Make a significant contribution to the efficient management and administration of the Faculty or College, facilitating change management and promoting good practice * Contribute to budgetary planning and resource management, using allocated budget/resources effectively and flexibly to control expenditure and ensure delivery of targets/objectives within budgetary constraints   Profession and Practice   * Be recognised at a senior level by relevant professional body/bodies * Lead training and development for other staff, and shape provision * Assume external roles of responsibility (e.g. external examiner for degree programmes in other universities, subject expert in consultancy and advisory arrangements etc.) * Be a reflective, responsive practitioner committed to personal and professional development, and the development of own teaching and learning skills * Be actively involved in national academic and professional committees and networks making valued contributions and holding positions of responsibility (e.g. being chair) |

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| **Person Specification** |

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| **Requirements**  Candidates/post holders will be expected to demonstrate the following: | **Essential (E)/**  **Desirable (D)** |
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| * **Education** |  |
| Appropriate qualification and/or experience in XXXX research ideally in a biomedical context or a skills biomedically qualified (PhD) practitioner with clear evidence of sustained critical disciplinary XXX engagement | E |
| An appropriate Master’s level teaching qualification (or equivalent) in Higher Education | D |
| Appropriate professional recognition and accreditation eg Senior Fellowship of the Higher Education Academy (HEA) | D |
| **Experience** |  |
| Experience of XXXX research and/or substantial programme evaluation in Higher Education | E |
| Evidenced familiarity with, or experience in, at least one of the following:  Anatomical Sciences, Neuroscience, Nutrition, Pharmacology, Physiology or similar | E |
| A demonstrable track record of leadership in teaching, supervising and assessing in Higher Education, using a variety of strategies | E |
| Experience in teaching innovation and the production of different learning materials, along with its associated evaluation and management | E |
| Experience in teaching and curriculum planning and development in Higher Education | E |
| Experience of evaluation of teaching, applied critical reasoning, XXX research, data analysis and peer-reviewed publication | E |
| Experience of managing others, supporting their personal and professional development | E |
| **Knowledge** |  |
| A theoretically underpinned knowledge of good practice relating to student learning, teaching, assessment and course design in Higher Education | E |
| An informed familiarity with teaching and research in a relevant HE biomedical science context | D |
| A good working knowledge of Microsoft Office | D |
| **Skills & Abilities** |  |
| An ability to plan and manage workload and use initiative | E |
| A demonstrable excellence in teaching in Higher Education in a variety of teaching situations | E |
| Effective communication and problem solving skills | E |
| Active engagement with relevant learning and development activity, with the ability to act as a role model to others | E |
| * Ability to establish, promote, plan and implement sound solutions to problems and challenges | E |

<HR/Recruitment Hub to add/edit standard text here>

Please note that job descriptions cannot be exhaustive, and the post-holder may be required to undertake other duties, which are broadly in line with the above key responsibilities.

Imperial College is committed to equality of opportunity and to eliminating discrimination. All employees are expected to follow the [Imperial Values & Behaviours framework](https://www.imperial.ac.uk/about/values/our-values/). Our values are:

* Respect
* Collaboration
* Excellence
* Integrity
* Innovation

Employees are also required to comply with all College policies and regulations paying special attention to: Confidentiality, Conflict of Interest, Data Protection, Equal Opportunities, Financial Regulations, Health and Safety, Information Technology, Smoking, Private Engagements and Register of Interests. They must also undertake specific training and assume responsibility for safety relevant to specific roles, as set out on the [College Website Health and Safety Structure and Responsibilities](https://www.imperial.ac.uk/safety/safety-by-topic/safety-management/health-and-safety-management-system/structure-and-responsibilities/) page.

*The College is a proud signatory to the San-Francisco Declaration on Research Assessment (DORA),* *which means that in hiring and promotion decisions, we evaluate applicants on the quality of their work, not the journal impact factor where it is published. For more information, see*[*https://www.imperial.ac.uk/research-and-innovation/about-imperial-research/research-evaluation/*](https://www.imperial.ac.uk/research-and-innovation/about-imperial-research/research-evaluation/)

*The College believes that the use of animals in research is vital to improve human and animal health and welfare. Animals may only be used in research programmes which are ultimately aimed towards finding new treatments and making scientific and medical advances, and where there are no satisfactory or reasonably practical alternatives to their use. Imperial is committed to ensuring that, in cases where this research is deemed essential, all animals in the College’s care are treated with full respect, and that all staff involved with this work show due consideration at every level.* [*Find out more about animal research at Imperial*](http://www.imperial.ac.uk/research-and-innovation/about-imperial-research/research-integrity/animal-research)*.*

*We are committed to equality of opportunity, to eliminating discrimination and to creating an inclusive working environment for all. We therefore encourage candidates to apply irrespective of age, disability, marriage or civil partnership status, pregnancy or maternity, race, religion and belief, gender identity, sex, or sexual orientation. We are an* [*Athena SWAN Silver Award*](https://www.imperial.ac.uk/equality/accreditations/athena-swan/) *winner, a* [*Disability Confident Leader*](https://www.imperial.ac.uk/equality/accreditations/disability-confident/) *and a* [*Stonewall Diversity Champion*](https://www.imperial.ac.uk/equality/accreditations/stonewall/)*.*

**[Date]**