



Job title	Teaching Associate	Job family and level	Teaching and Leadership Curriculum Level 4
School/ Department	Chemical and Environmental Engineering	Location	University Park Campus

Purpose of role

In this role, you will work with Course Directors and a wider educational team to provide a high-quality learning and practical experience by designing, developing and delivering engineering modules and supervising laboratory sessions, design projects and assessments. Where required, we will look to you to provide leadership and administrative management to support the work of the department and lead on the co-ordination of specific initiatives.

	Main responsibilities (Primary accountabilities and responsibilities expected to fulfil the role)	% time per year
1.	To deliver teaching on undergraduate process engineering modules taught within the Chemical and Environmental Engineering degree programmes.	35%
2.	To work with both Academics and Technical Specialists to develop and deliver laboratory learning experiences for UG and PGT students.	30%
3.	To work with module convenors in the further development of marking criteria and marking schemes for coursework and to identify and implement best practice in assessment and feedback, including the use of technology.	10%
4.	To deliver marking and feedback for undergraduate modules and to support module convenors in formulating feedback.	15%
5.	To reflect on practice and the development of own teaching and learning skills, through developmental activities and continuous professional development.	10%

Person specification

	Essential	Desirable
Skills	<ul style="list-style-type: none"> ▪ Ability to work collaboratively with colleagues. ▪ Excellent oral and written communication skills, including the ability to communicate complex information with clarity ▪ Self-starting and pro-active, demonstrating an ability to work alone or in a team to meet deadlines and to prioritise tasks ▪ Interest in student teaching and learning including the ability to engage constructively with students to facilitate learning ▪ Ability to creatively apply relevant approaches to teaching and learning support 	<ul style="list-style-type: none"> ▪ Ability to contribute to course improvement. ▪ Drive to develop further skills in, and knowledge of, teaching methods and techniques. ▪ Analytical ability to facilitate conceptual thinking, innovation, and creativity.
Knowledge and experience	<ul style="list-style-type: none"> ▪ Excellent knowledge of engineering relevant to teaching chemical and environmental engineering disciplines. ▪ Track record of contributing to the administration and management of an organisation and exhibiting good collegiality ▪ Practical, hands-on experience in the operation and associated learning outcomes of chemical and environmental engineering laboratories. ▪ Knowledge and experience in the use and application of assessment and grading criteria 	<ul style="list-style-type: none"> ▪ Experience in supporting, educating, coaching, or working with others to deliver learning outcomes. ▪ Experience in the development and delivery of education and student experience to Chemical and/or Environmental Engineering students
Qualifications, certification and training (relevant to role)	<ul style="list-style-type: none"> ▪ First Degree in Chemical and/or Environmental Engineering 	



The University of Nottingham is focused on embedding equality, diversity and inclusion in all that we do. As part of this, we welcome a diverse population to join our work force and therefore encourage applicants from all communities, particularly those with protected characteristics under the Equality Act 2010.



The University is a signatory of the Declaration on Research Assessment (DORA). As such we commit to focus on the scientific content of publications (where requested or provided as part of the recruitment and selection process) as a basis for review of quality, and consideration of value and impact of research conducted, rather than any proxy measures such as Journal Impact Factor.

Expectations and behaviours

The University has developed a clear set of core expectations and behaviours that our people should be demonstrating in their work, and as ambassadors of the University's strategy, vision and values. The following are essential to the role:

- Valuing people** Is always equitable and fair and works with integrity. Proactively looks for ways to develop the team and is comfortable providing clarity by explaining the rationale behind decisions.
- Taking ownership** Is highly self-aware, looking for ways to improve, both taking on board and offering constructive feedback. Inspires others to take accountability for their own areas.
- Forward thinking** Driven to question the status quo and explore new ideas, supporting the team to "lead the way" in terms of know-how and learning.
- Professional pride** Sets the bar high with quality systems and control measures in place. Demands high standards of others identifying and addressing any gaps to enhance the overall performance.
- Always inclusive** Ensures accessibility to the wider community, actively encouraging inclusion and seeking to involve others. Ensures others always consider the wider context when sharing information making full use of networks and connections.

Key relationships with others

