## JOB DESCRIPTION

**Ref: A3027**

<table>
<thead>
<tr>
<th>Job Title: Teaching Fellow in Computing</th>
<th>Present Grade: 8</th>
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<tbody>
<tr>
<td><strong>Department/College:</strong> School of Computing &amp; Communications</td>
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<td><strong>Directly responsible to:</strong> Dean of Lancaster University Leipzig</td>
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<td><strong>Matrix management:</strong> Head of Department, based at Lancaster University, UK</td>
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<td><strong>Supervisory responsibility for:</strong> N/A</td>
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<td><strong>Contracting Institute for role:</strong> Lancaster University, Leipzig GmbH</td>
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### Other contacts

**Internal:** Academic colleagues and professional services staff in Lancaster University Leipzig, and School of Computing and Communications, and Faculty of Science and Technology (FST)

**External:** Relevant research funding bodies and councils, professional bodies, academic and research networks, publishers and media organisations, employers and business organisations

### Major Duties:

To participate actively in the University’s teaching activities in Computer Science by pursing high quality teaching in the context of our international taught portfolio; and knowledge exchange and public engagement.

1. To individually or collaboratively develop and contribute to a leading taught programme in the fields of computing including but not limited to human computer interaction, networking, artificial intelligence, distributed systems, digital health, security or software engineering. Within this context, duties include:
   - Delivering an internationally-leading taught programme that is informed through our current research activity in the area.
   - Mentoring and managing students regarding academic matters.
   - Teaching, examining, and undertaking administrative duties on undergraduate and postgraduate programmes, as required.
   - Carrying out curriculum development in the form of design of individual and/or revision of courses within the department and international partner institutions.
   - Supervision of students and project dissertations undertaken by undergraduate and postgraduate students.
   - Undertaking personal development in teaching skills and practice, such as acquiring necessary teaching qualifications.
   - Provision of cover where necessary, sabbatical, staff absences, etc.
2. Citizenship, expectations of the role-holder in terms of their engagement with students, staff, partners, and sponsors.
   - To carry out specific departmental/wider institutional roles and functions as may be reasonably required.
   - Engage fully in departmental activity, as evidenced by participation in meetings, seminars, recruitment events, and running of the department.
   - To participate in continuing professional development, through seminars, conference attendance and engaging in training programmes offered by the University.
   - To actively strive towards helping meet departmental and institutional objectives.
   - To undertake such other duties as may be reasonably requested and that are commensurate with the grade of the post.
   - To behave in a manner in line with the University’s stated values.

Please note this role a full time, indefinite post based in Leipzig, Germany. The contracting employer for this role is Lancaster University, Leipzig GmbH.