**Job Title:** Teaching Fellow in Computer Science  
**Present Grade:** 7

**Department/College:** School of Computing and Communication

**Directly responsible to:** Academic Dean, LUC@BJTU

**Matrix Management to:** HoD, SCC

**Supervisory responsibility for:** N/A

**Location of Post:** Weihai Campus, Shandong, China

**Other contacts**

- **Internal:** Academic colleagues and professional services staff in Lancaster University College at BJTU; School of Computing and Communication, Faculty of Science and Technology (FST), other services at LU (e.g. Library, ISS)
- **External:** Academic colleagues and professional services staff at BJTU, relevant research funding bodies and councils, professional bodies, academic and research networks, publishers and media organisations, employers and business organisations

**Major Duties:**

**TEACHING**

1. To participate actively in the University’s teaching activities Computer Science by pursuing high quality teaching, knowledge exchange and public engagement.
2. To develop (individually or collaboratively) and contribute to a leading taught programme in the field of computer science including but not limited to Human Computer Interaction; Software Design; Databases; Computer Networks; Operating Systems; Advanced Programming.
3. Deliver an internationally-leading taught programme that is informed through our current research activity in the area.
4. Mentoring and managing students regarding academic matters.
5. Teaching, examining, and undertaking administrative duties on undergraduate and postgraduate programmes, as required.
6. Carrying out curriculum development through design of individual and/or revision of courses within the department and international partner institution.
7. Supervision of students and project dissertations undertaken by undergraduate and postgraduate students.

RESEARCH
8. To pursue opportunities for collaborative research in Computer Science within and beyond Weihai Campus.

ADMINISTRATION
9. To participate in relevant committees and carry out administrative roles and duties
10. To participate in outreach and undergraduate recruitment activities, including interview and open days

PERSONAL DEVELOPMENT
11. Undertaking personal development in teaching skills and practice, such as acquiring necessary teaching qualifications.
12. To participate in continuing professional development, through seminars, conference attendance and engaging in training programmes offered by the University

OTHER
13. Exercise a high degree of personal professional autonomy
14. To carry out other duties appropriate to the grade and position, as instructed by the Academic Dean

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