Job Related Information

This document includes information about the role for which you are applying and the information you will need to provide with your application.

1. Role Details

<table>
<thead>
<tr>
<th>Vacancy reference</th>
<th>15898</th>
</tr>
</thead>
<tbody>
<tr>
<td>Job title:</td>
<td>Lecturer in Chemistry</td>
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<tr>
<td>Reports to:</td>
<td>Head of School</td>
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<tr>
<td>Salary:</td>
<td>£40,792 to £48,677</td>
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<tr>
<td>Terms and conditions:</td>
<td>Academic</td>
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<tr>
<td>Grade</td>
<td>AC3</td>
</tr>
<tr>
<td>Duration of post:</td>
<td>Permanent</td>
</tr>
<tr>
<td>Working hours:</td>
<td>Full Time</td>
</tr>
<tr>
<td>Location:</td>
<td>Milton Keynes</td>
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<tr>
<td>Closing date:</td>
<td>12 noon on 16th May 2019</td>
</tr>
<tr>
<td>Type of application form accepted:</td>
<td>Short</td>
</tr>
<tr>
<td>Number of referees required:</td>
<td>Three</td>
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</tbody>
</table>
2. Summary of duties

The post-holder will have expertise in the general field of Chemistry (we welcome applications with expertise in Materials Chemistry) and will be expected to develop a strong teaching and research portfolio in the School of Life, Health and Chemical Sciences (LHCS).

The appointed candidate will be expected to teach modules at undergraduate and postgraduate levels in the Natural Sciences and Health Sciences programmes and develop a research portfolio that is aligned with our School research themes.

- Cell and molecular biomedicine
- Chemical biology and bio-medicinal chemistry
- Healthcare technologies - diagnostics
- Materials chemistry
- Neuroscience and behaviour
- Research in STEM education

Full details of the School’s research can be found at [https://www.open.ac.uk/science/life-health-chemical-sciences/research](https://www.open.ac.uk/science/life-health-chemical-sciences/research)

Our modules contribute to curriculum presented across STEM, through the Natural Sciences curriculum.

In particular, the post-holder will be expected to:

- Be an active member of the School of Life, Health & Chemical Sciences;
- Engage in School and cross-Faculty curriculum development;
- Contribute to the design, production and presentation of various undergraduate and postgraduate modules, primarily (but not exclusively) in the Health Sciences programme;
- Participate in on-line forums and tutorials which form part of these modules;
- Attract external research funding and lead research in your area of expertise to develop an internationally excellent research programme.
- Contribute to the University’s submission to future Research Excellence Framework exercises.

Main Duties

All academic staff are expected to undertake a combination of the following duties at a level appropriate for their career stage:

1. Teaching
   a. To contribute to the development, planning, implementation and updating of a high quality and successful curriculum at undergraduate and/or postgraduate levels
   b. To prepare learning materials suitable for the teaching and learning methodologies used by the Open University.
   c. To contribute to the briefing, debriefing and training of part time teaching staff (Associate Lecturers).
   d. To contribute to the assessment / examination by the University, monitoring of samples of marking by Associate Lecturers, and to act as a member of examination boards.
   e. To contribute to the assurance and enhancement of the quality of teaching, learning and pedagogic research within the School and in line with University standards.
   f. To undertake professional development as an academic educator

2. Research
   a. To undertake a self-directed programme of collaborative research and scholarship in a field that will contribute to the strengths of the School and at a level commensurate with the current standards of excellence in the Faculty and contribute to REF.
   b. To generate significant grant income as appropriate.
   c. To undertake research that is internationally excellent and leads to high-impact publications
   d. To attract and supervise postgraduate research students
e. To participate in and host School and Faculty seminars and workshops aimed at sharing research outcomes and fostering interdisciplinary collaboration.
f. To undertake professional development as an academic researcher

3. Outreach and Public Engagement
a. To contribute to the STEM outreach activities of the Faculty
b. To participate in the national and international science community and learned societies.
c. To enhance the reputation of the School, the Faculty and the University through scientific meetings and other public-facing activities.

4. Enterprise and Impact
a. To apply/bid for, deliver, and manage individual enterprise activities (e.g. academic supervision of knowledge transfer programmes, consultancy)
b. To further Faculty interests by developing and maintaining a network of contacts and engagements with businesses and government bodies as appropriate
c. To initiate and sustain activities that enhance the impact of your research and scholarship

5. Administration & Management
a. To engage with appropriate administrative tasks (e.g. workload planning, Career Development & Staff Appraisal)
b. To contribute effectively to relevant academic or management fora.
c. To undertake a programme of continuous professional development.

6. Other Responsibilities
a. Comply with the University’s Health and Safety and Equal Opportunities policies in the performance of your duties.
b. Co-operate with the Open University in ensuring as far as necessary, that Statutory Requirements, Codes of Practice, University Policies, and School Health and Safety arrangements are complied with.
c. Have a strong commitment to the principles and practice of equality and diversity.

3. Person specification

Requirements (E = Essential/ D = Desirable)

Education, qualifications and training

• A PhD in a relevant discipline area

Knowledge, work and other relevant experience

Essential:

• Some experience of teaching support, training or supervision in a subject area relevant to Chemistry
• A broad knowledge of developments within specified discipline areas relevant to teaching or research needs
• Evidence of applying for external funding, taking into account stage of career
• A good record of demonstrable research impact, commensurate with stage of career
• Ability to develop new research collaborations within the University and with external organisations
• A strong publication record in mid to top-ranking peer reviewed journals, commensurate with stage of career
Desirable:
- Higher Education professional accreditation or equivalent qualification
- Experience of producing online and/or distance learning materials
- Experience of managing post-doctoral workers and research budgets
- Experience of working in/with industry
- Experience of working with and influencing policy makers, governmental and/or non-governmental institutions

Personal abilities and qualities

Essential:
- Ability to work collaboratively with others in an interdisciplinary context for teaching or research
- Ability to develop a leadership role in teaching and/or research, commensurate with stage of career
- Ability to write on issues outside of immediate area of expertise but in a related topic, in an informed and coherent manner
- Enthusiasm for supporting distance learning by adults and for the application of new technologies to teaching and supporting students
- Ability to participate in a research programme compatible with the Faculty of STEM research strategy and the interests of other research groups in the School and Faculty
- Ability to work adaptively and responsively with a variety of colleagues in multidisciplinary teams
- Excellent communication skills, both oral and written in a variety of contexts, including the ability to offer and receive constructive criticism
- Ability to plan and organise work to agreed deadlines
- Commitment to the aims, ethos and values of the Open University.

Desirable:

4. Role specific requirements e.g. Shift working

N/A

5. About the unit/department

Faculty of Science, Technology, Engineering & Mathematics
The Faculty of Science, Technology, Engineering and Mathematics (STEM) was formed in 2016, and comprises:

- School of Computing & Communications
- School of Environment, Earth & Ecosystem Sciences
- School of Engineering & Innovation
- School of Life, Health & Chemical Sciences
- School of Mathematics & Statistics
- School of Physical Sciences
- Knowledge Media Institute
- Deanery including teams supporting Curriculum, Research and Enterprise, Laboratory Infrastructure and Faculty Administration

“We aspire to be world leaders in inclusive, innovative and high impact STEM teaching and research, equipping learners, employers and society with the capabilities to meet tomorrow’s challenges”
The Faculty of STEM consists of 700 staff and 1,800 Associate Lecturers. The Faculty delivers over 185 modules across undergraduate and postgraduate curriculum, supporting more than 20,000 students (full time equivalents) which is 29% of the OU total.

The Faculty generates more research income (circa £20M) than any other Faculty in the University, supported by a comprehensive laboratory infrastructure.

We are proud of our distinctive values and capabilities underpinning our aspiration:

**We are inclusive:**
- We transform people’s lives, ensuring STEM education is openly accessible to many thousands of students from diverse backgrounds – our students express high satisfaction with their study experience
- We engage the public in exciting citizen science and engineering, including through free open educational resources, multi-platform broadcasting, outreach to inspire the next generation and with programmes to encourage more women into STEM

**We are highly innovative:**
- We are at the forefront of innovative developments in teaching practical science and engineering at a distance, through simulated and remote access laboratories and practical experimentation
- Our high-quality teaching and curriculum are informed by world-leading research, strong links with professional bodies and communities of practitioners, as well as by scholarship focused on continuously improving our STEM pedagogy

**We deliver significant social and economic impact:**
- We provide STEM higher education at a scale and reach unsurpassed in the UK, with a sizeable international reach and further growth potential
- We inject transferable STEM skills and knowledge direct into the workplace for immediate employee and employer benefit, as students combine study while working
- The employability value of our courses is underpinned by accreditation from leading STEM Professional Bodies and Learned Societies, as well as partnerships and sponsorship with leading employers
- Our high quality, applied and academically relevant teaching and research addresses real-world issues, delivering impact for industry and society, including addressing pressing STEM skill shortages across the UK

**School of Life, Health & Chemical Sciences**
The School of Life, Health and Chemical Sciences brings together world-class researchers with expertise in neurobiology, psychology, immunology, genetics, and cellular and molecular biology, as well as organic, medicinal, inorganic and materials chemistry. Members of the School were submitted to REF2014 in Units of Assessment A3 (Allied Health Professions; 77% 4* or 3* overall) and B13 (Electrical and Electronic Engineering, Metallurgy and Materials; 85% 4* or 3* overall). Our research activities are organised into the following six clusters:

- Cell and molecular biomedicine
- Chemical biology and bio-medicinal chemistry
- Healthcare technologies - diagnostics
- Materials chemistry
- Neuroscience and behaviour
- Research in STEM education

The School supports undergraduate curriculum in Health sciences (BSc Health Sciences) as well as the biology and chemistry pathways through our Natural Sciences degree (BSc Natural Science). At taught postgraduate level we deliver an MSc in Medicinal chemistry and MSc in Mental Health. Our students generally study part-time and the majority of our curriculum is delivered entirely online.

6. How to obtain more information about the role or application process

If you would like to discuss the particulars of this role before making an application, please contact Dr Robert Saunders on +44 (0)1908 654069 or email: r.d.saunders@open.ac.uk.

If you have any questions regarding the application process, please contact Resourcing Hub on +44 (0)1908 655544 or email: Resourcing-hub@open.ac.uk.

7. The application process and where to send completed applications

<table>
<thead>
<tr>
<th>Your application should contain:</th>
<th>1. A completed short application form</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>2. Covering letter</td>
</tr>
<tr>
<td></td>
<td>3. CV which includes details of academic qualifications, teaching, management, and research experience including grants received and publications.</td>
</tr>
</tbody>
</table>

Please ensure that your application reaches the University by:
12 noon on 16th May 2019

E-mail your application to:
Resourcing-hub@open.ac.uk

8. Selection process and date of interview

The interview panel will be chaired by:
An Associate Dean

The other members of the interview panel include:
Dr Robert Saunders, Head of School

The interviews will take place on:
To be confirmed

The selection process for this post will include
1. A short, specified teaching activity to be completed before the interview date; this will be discussed with a teaching panel
2. A presentation of an aspect of your research to members of the School.
   The teaching text and presentation will be discussed with you as part of the interview process.

We will let you know as soon as possible after the closing date whether you have been shortlisted for interview. Further details on the selection process will also be sent to shortlisted candidates.

Applications received after the closing date will not be accepted.