



# Job Description and Person Specification

## Summary

<b>Job title:</b>	Lecturer or Senior Lecturer in Mechanical Engineering
<b>Faculty:</b>	Arts and Sciences
<b>Reference:</b>	EHT0765-0525
<b>Grade and Salary:</b>	Grade 8. £39355 - £44128 per annum. Points for grade: 31-35. Grade 9. £45413 - £51039 per annum. Points for grade: 36-40. Grade 10. £52566 - £59139 per annum. Points for grade: 41-45.
<b>Contract Type:</b>	Permanent
<b>Hours:</b>	Full Time (37 hours per week)
<b>Location:</b>	Ormskirk Campus

## About the Department

The Engineering subject is one of the main subjects within the Department of Computer Science, and it is growing rapidly. It offers an expanding range of programmes, which are increasingly popular with applications growing year-on-year.

The Department of Computer Science ranked top in the North West for overall student satisfaction in the 2015-2017 National Student Surveys and ranked top in the North West for student experience in The Times/The Sunday Times Good University Guide 2019. There is an active research community involving academic staff, general teaching assistants, post-doctoral researchers, several PhD students, and national and international research projects. There are close links with industry and an enterprise projects team which develops systems for clients together with Knowledge Transfer Partnerships.

Facilities are housed in the £13m state-of-the-art Tech Hub building, which includes specialist Computer Science and Engineering laboratories for teaching and research. Specifically, the building has a Harvard-style lecture theatre and thirteen specialist teaching laboratories, which include an open access laboratory. The Engineering facilities include Materials Engineering laboratory, Fluid Mechanics laboratory, and an electrical and electronic engineering teaching laboratory. Other specialist equipment includes oscilloscopes, signal generators, Tensile Testing Machine, several robotic arms, and Arduinos.

The department is fully committed to the promotion of equality, diversity and inclusion, and has the Athena Swan Bronze award. Applications from women and under-represented minority groups are particularly welcomed.

To find out more visit [Engineering - Edge Hill University](#)

## **About the Role**

As Lecturer or Senior Lecturer in Mechanical Engineering, you will be required to make a significant contribution to the delivery of our BEng/MEng Mechanical Engineering programmes, contribute to the research activities of one of our Research Units and meet the quantitative and qualitative requirements for submission to the next Research Excellence Framework (REF).

## **About You**

You will be an enthusiastic and friendly professional with excellent communication and interpersonal skills coupled with a commitment to providing an excellent student experience. An established or promising research profile in Mechanical Engineering (and specifically in more than one of the areas of engineering materials, fluid mechanics, thermodynamics, structural and solid mechanics, manufacture and design, mechatronics) and a proven teaching experience on undergraduate/postgraduate relevant programmes is essential. Industrial experience in Mechanical engineering would be an advantage.

To be successful you will further enrich our student's experience through your expertise and subject knowledge as evidenced through your qualifications and extensive experience of professional practice. In return, you will join a forward thinking and dynamic team that pushes the boundaries of curriculum development within Mechanical engineering.

## **Reward & Benefits**

We want you to feel happy when you come to work and proud when you go home.

From the moment you join us you have the opportunity to enhance your skills. We offer various routes for progression, a range of specialist development sessions and academic development opportunities along with an award winning and comprehensive staff health & wellbeing programme (HR Excellence Awards 2017). This means you will receive a full academic induction, be enrolled if appropriate on our PGCTHE, benefit from the Edge Hill University CPD scheme (UKPSF) and our annual University Learning and Teaching Day all to support your professional development.

This is just a taste of what we are able to offer you at Edge Hill University.

## About Us

Edge Hill University is an ambitious institution, based on an attractive, award-winning 160-acre campus in Lancashire, close to Liverpool and Manchester. The University aspires to combine excellent research of reach and significance with a world-class student experience.

Edge Hill University was named Modern University of the Year in the Times and Sunday Times Good University Guide 2022 and shortlisted for the overall UK University of the Year award. With this award the University was called 'one of the shining stars of the modern university sector.' The award has come closely after Edge Hill was awarded University of the Year in the Educate North Awards 2020/21.

Edge Hill University appears in the Times Higher Global Rankings (801-1000) and has previously held the coveted UK University of the Year title, awarded by Times Higher Education in 2014/2015.

Other recent successes include a Global Teaching Excellence Spotlight Award (2018) from Advance HE in association with Times Higher Education, being ranked in the top 10 for teaching by the Times/Sunday Times Good University Guide 2017, top in the North West for student experience (Times Higher Education 2017), and top in the UK for student accommodation in the 2017 WhatUni Awards.

Edge Hill University has achieved both Athena Swan Bronze and the European Commission's 'HR Excellence in Research Award' (first awarded 2018 and re-awarded 2021), which acknowledges alignment with the principles of the European Charter for Researchers and Code of Conduct for researcher recruitment. The process incorporates both the QAA Code of Practice for Research Degree Programmes and the Concordat to Support the Career Development of Researchers.

## **Job Description for Lecturer (Grade 8)**

### **Duties and Responsibilities**

As a Lecturer you will be expected to carry out the following as and when required:

#### **Teaching, Learning & Scholarship**

1. Contribute to the curriculum development of the Subject/Department academic programmes and wider Faculty where appropriate, producing high quality, innovative teaching and learning material, informed by research and professional practice to support and develop student learning, engagement and application in practice (where appropriate) at undergraduate and post graduate level;
2. Enhance the quality of education and provision by ensuring that you maintain high standards of learning and teaching;
3. Use teaching and learning strategies, which encourage student involvement and advance their independent learning, adapting delivery to suit learners' needs;
4. Engage in subject professional and pedagogy research and/or scholarship as required to support teaching activities;
5. Contribute effectively to the design, planning and administration of the curriculum including preparation of your own teaching and learning materials and course documentation;
6. Contribute effectively to curriculum delivery, at the modular level, taking lead responsibility, where appropriate, within undergraduate and/or postgraduate levels;

#### **Student Support**

1. Effectively oversee the welfare, progress, examination, assessment and marking of the students as designated by the Head of Department (or their deputy);
2. Provide effective support to individual students and groups of students in accordance with Edge Hill University's procedures, referring students to further support services as appropriate;
3. Promote the work of the University and participate in the recruitment, selection and induction of students;
4. Undertake, as and when required, and in accordance with Edge Hill procedures, personal tutor responsibilities (academic and pastoral);
5. Support learning in practice, including placement/mentor preparation and practice audits (where appropriate).

## **Research**

1. Carry out high-quality research, and publish research outcomes with the department's priorities in appropriate peer-reviewed journals and prestigious conferences;
2. Develop and maintain links with cognate disciplines within the Faculty, University, Industry and the Community as part of a coherent research-dissemination strategy;
3. Collaborate with colleagues to identify and develop credible bids for external funding through research grants and contracts and in developing collaborative research income-generating ideas.

## **Leadership, Service & Externality**

1. Be an active member of relevant Departmental/Faculty/Institutional committees and contribute to partnership working with external colleagues and service users (where appropriate);
2. Contribute to faculty business, project management and/or enterprise;
3. Assist in student recruitment activities including Open Days, interviews or other activities;
4. Engage in appropriate training programmes provided by the University such as preparation for Validation Panel membership;
5. Establish networks (professional and academic) to maintain currency and personal development;
6. Carry out any other duties as reasonably requested by Head of Department. Generally, these will be relatively limited in order to allow the role holder to take advantage of planned developmental and research opportunities.

## Person Specification for Lecturer (Grade 8)

Please note that applications will be assessed against the Person Specification using the following criteria, therefore, applicants should provide evidence of their ability to meet all criteria. Where a supporting statement is indicated you will be asked to provide a statement of how you meet this criterion within the application form.

### Qualifications

Criteria	Essential or Desirable Criteria	Method of Assessment
A good relevant honours degree in Mechanical Engineering or closely related field.	Essential	Application
PhD in Mechanical Engineering or closely related field, or equivalent ( e.g. through professional achievement of a comparable nature).	Essential	Application
Advance HE Fellowship , or commitment to achieve one within two years of appointment.	Essential	Application and Interview
Membership of professional statutory regulatory body	Desirable	Application and Interview

### Knowledge and Skills

Criteria	Essential or Desirable Criteria	Method of Assessment
Relevant knowledge of Higher Education curricula or other evidence of the ability to be or become an effective, research-informed teacher and assessor across the range of taught levels appropriate to the post.	Essential	Supporting Statement and Interview
Effective and adaptive teaching skills underpinned by sound pedagogical principles.	Essential	Supporting Statement and Interview
Developing breadth and depth of subject knowledge and evidence of continuing professional development.	Essential	Supporting Statement and Interview
Evidence of ability to work in a multidisciplinary team and the emotional intelligence to support students in their studies through academic tutoring.	Essential	Interview
Ability to foster a positive learning environment and engage students from diverse background	Desirable	Interview
Evidence of programme and module development and awareness of the Engineering Council's Accreditation of the Higher Education Programmes (AHEP) standard	Desirable	Interview

## Experience

Criteria	Essential or Desirable Criteria	Method of Assessment
Proven capacity to conduct and publish research or contributions to professional practice, ability to engage in academic and professional networking through active membership of associations, societies and professional bodies.	Essential	Supporting Statement and Interview
Awareness of the funding landscape and experience in (or potential for) attracting external funding for research and/or Knowledge Exchange.	Essential	Supporting Statement and Interview
Ability to support the diverse academic and personal needs of individual students.	Essential	Supporting Statement and Interview
Excellent communication skills, both written and verbal, and excellent interpersonal skills with the ability to liaise effectively with colleagues, students and external stakeholders.	Essential	Supporting Statement, Interview and Presentation.
Ability to work on one's own initiative, to reflect on one's own skills and knowledge, and to seek opportunities to develop.	Essential	Supporting Statement and Interview
Experience of developing new modules for Mechanical Engineering discipline	Desirable	Supporting Statement and Interview
Experience of developing labs for Mechanical Engineering discipline	Desirable	Supporting Statement and Interview

## Competencies and Personal Attributes

Criteria	Essential or Desirable Criteria	Method of Assessment
Enthusiastic and Self-Motivated	Essential	Interview
Committed and Loyal	Essential	Interview
Team Player	Essential	Interview
Good interpersonal skills	Essential	Interview
Flexible and Adaptive	Essential	Interview
Optimistic and Resilient	Essential	Interview



## **Job Description for Senior Lecturer (Grade 9)**

### **Duties and Responsibilities**

The responsibilities of a Senior Lecturer are wide ranging and many change over time according to the development needs of the department and the individual. As a Senior Lecturer you will be expected to carry out the following as and when required:

#### **Teaching, Learning & Scholarship**

1. Effectively lead taught modules and contribute appropriately to programmes, taking a lead role in curriculum delivery and organisation, including teaching;
2. Contribute effectively to the design and planning of the curriculum, including the writing of course validation documentation as required, ensuring compliance with the University's Academic Regulations and Quality Management Handbook;
3. Seek to enhance the quality of education that students receive by ensuring that high standards are maintained in their own teaching, through regularly engaging with appropriate professional development activities;
4. Develop and use teaching and learning strategies across aspects of a course, which encourage student involvement and advances their independent learning, adapting delivery to suit students' needs;
5. Collaborate with colleagues in the continuous review and development of Department's programmes;
6. Supervise and monitor undergraduate and postgraduate taught students and supervise and monitor the work of research students;
7. Actively support and carry out research and scholarship which supports and informs programme currency delivery;
8. Reflect on your own teaching and implement ideas for improving your own performance;
9. Contribute effectively towards the development of the Department within an established programme of study.

## **Student Support**

1. Effectively oversee the welfare, progress, examination, assessment and marking of the students as designated by the Head of Department (or their deputy);
2. Take responsibility for specific aspects of the assessment process e.g. moderation or liaison with external examiner;
3. Act, as and when required, and in accordance with Edge Hill procedures, as a Personal Tutor for a number of students;
4. Take an advisory role in complex cases of support for a student.

## **Research**

1. Conduct high-quality research, and publish and disseminate the results in peer-reviewed journals and prestigious conferences, as per the department's priorities;
2. Contribute effectively to, and lead as appropriate, research and/or enterprise projects including identifying and making credible bids for funding to support the projects;
3. Initiate, enhance, and maintain links with cognate disciplines within the Faculty, Institution, Industry and the Community;
4. Apply for grant funding and manage, as appropriate, any grants which are secured;
5. Supervise and manage research projects.

## **Leadership, Service & Externality**

1. Seek to enhance the quality of education and provision by ensuring that high standards of teaching and learning are maintained on the relevant courses to which they contribute;
2. Co-ordinate others to ensure module(s) are delivered to the standards required and to identify & respond to students' needs;
3. Lead on quality assurance and course evaluation, including facilitating student feedback;
4. Contribute effectively towards the development of the Department including taking lead responsibility for nominated projects and participating in validation panels;
5. Contribution and leadership in the development of research, knowledge exchange, and external income-generation activities;
6. Develop others with ability to mentor colleagues in developing both their research agendas as well as teaching portfolios.
7. Be a fully active member of relevant Departmental/Faculty/Institutional business/committees and contribute to partnership working, projects and enterprise activity with external colleagues and service users (where appropriate);
8. Promote the work of the Institution and participate in the recruitment, selection and induction of students;
9. Participate in and develop additional external networks/operational links to further the development and reputation of the department and of the University;
10. Effectively manage relationships with key stakeholders;
11. Take part in relevant internal boards, committees and working groups as required;
12. Organise and administer tasks in an efficient and effective manner;
13. Carry out any other duties as requested by Head of Department/Line Manager, commensurate with the grade of the post.

## Person Specification for Senior Lecturer (Grade 9)

Please note that applications will be assessed against the Person Specification using the following criteria, therefore, applicants should provide evidence of their ability to meet all criteria. Where a supporting statement is indicated you will be asked to provide a statement of how you meet this criterion within the application form.

### Qualifications

Criteria	Essential or Desirable Criteria	Method of Assessment
PhD in Mechanical Engineering or closely related field, or equivalent ( e.g. through professional achievement of a comparable nature).	Essential	Application
Advance HE Fellowship.	Essential	Application and Interview
Membership of professional statutory regulatory body	Essential	Application and Interview

### Knowledge and Skills

Criteria	Essential or Desirable Criteria	Method of Assessment
A well-developed breadth of subject knowledge and a record of successful engagement with professional development opportunities.	Essential	Supporting Statement and Interview
Successful record of having developed and used to good effect, flexible and innovative approaches to the design and execution of teaching, learning and assessment.	Essential	Supporting Statement and Interview
Evidence of module development and awareness of the Engineering Council's Accreditation of the Higher Education Programmes (AHEP) standard	Essential	Interview

## Experience

Criteria	Essential or Desirable Criteria	Method of Assessment
Proven capacity to conduct and publish high-quality research in peer reviewed research journals, or contributions to professional practice,	Essential	Supporting Statement and Interview
Experience in attracting external funding for research and/or Knowledge Exchange, and manage them to successful completion.	Essential	Supporting Statement and Interview
Ability to engage in outreach activities to local schools and colleges	Essential	Supporting Statement and Interview
Significant experience of innovative undergraduate and postgraduate teaching in UK higher education.	Essential	Supporting Statement and Interview
Proven ability to support the diverse academic and personal needs of individual students.	Essential	Supporting Statement, Interview and Presentation
Ability to engage in academic and professional networking through active membership of associations, societies and professional bodies.	Desirable	Supporting Statement and Interview
Evidence of having developed successfully networks with colleagues, students and external stakeholders.	Essential	Supporting Statement, Interview and Presentation
A record of having developed the student employability agenda in the department/institution through networking, employer engagement and student learning.	Desirable	Supporting Statement and Interview
Ability to support student recruitment activities including providing marketing and promotional material and open day participation	Essential	Supporting Statement and Interview
Experience of developing new modules for Mechanical Engineering discipline	Essential	Supporting Statement and Interview
Experience of developing labs for Mechanical Engineering discipline	Desirable	Supporting Statement and Interview

## Competencies and Personal Attributes

Criteria	Essential or Desirable Criteria	Method of Assessment
Enthusiastic and Self-Motivated	Essential	Interview
Committed and Loyal	Essential	Interview
Team Builder	Essential	Interview
Effective interpersonal skills	Essential	Interview
Flexible and Adaptive	Essential	Interview
Optimistic and Resilient	Essential	Interview

## **Job Description for Senior Lecturer (Grade 10)**

### **Duties and Responsibilities**

The responsibilities of a Senior Lecturer are wide ranging and many change over time according to the development needs of the department and the individual. As a Senior Lecturer you will be expected to carry out the following as and when required:

### **Teaching, Learning & Scholarship**

1. Lead and contribute effectively to the design and planning of curriculum for the Department, taking the lead responsibility for nominated projects.
2. Develop and lead, as required, appropriate documentation in accordance with the Institution's Academic Regulations and Quality Management Handbook to support the processes of Edge Hill's quality assurance and ethics (including materials relating to course validation, enhancement process, review and evaluation);
3. Effectively oversee the welfare, progress, examination, assessment and marking of the students as designated by your Head of Department.
4. Fully engaged with teaching portfolios, and effectively use teaching and learning strategies, which encourage student involvement and advances their independent learning, adapting delivery to suit students' needs.

### **Student Support**

1. Take responsibility for overseeing the welfare, progression, examination and assessment of students and drawing to the attention of the Head of Department any issues as appropriate.
2. Act as a Personal Tutor for a number of students, including providing academic and personal support, supporting individual profiling and development planning, and preparing references; referring students to further support services as required.
3. Act as a postgraduate taught supervisor.
4. Promote the work of the University and participate in the recruitment, selection and induction of students.

## **Research**

1. Contribute substantially and effectively to the subject area, in a chosen area of research, publishing research output of high quality, submitting regular bids for external funding, supervising PhD students and leading networks as appropriate.
2. Lead and develop strategies for achieving impact from your research or enterprise projects including identification and achievement of funding to support the projects.

## **Leadership, Service & Externality**

1. Lead departmental activities at an appropriate capacity within the department.
2. Lead and administer the effective delivery of courses and projects.
3. May undertake a programme, project, enterprise or research leadership role (as appropriate).
4. Ensure the integrity of designated programmes and projects, by ensuring all staff contributing are fully informed and prepared for effectively engaging in delivery and reporting responsibly, via appropriate channels, any cause for concern.
5. Co-ordinate and lead the team of staff who contribute to courses and research programmes or other programmes of work in order to maximise the impact of their individual and collective contributions.
6. Enhance the quality of education and provision by ensuring that high standards of teaching and learning are maintained on the relevant courses to which they contribute.



## **Externality**

1. Take responsibility for the effective academic administration of a designated programme of study, enterprise, research or innovation;
2. Lead, initiate, and develop, external networks to further the development and reputation of the University and the individual;
3. Engage in external collaborations and relationships at a strategic level and effectively manages significant partnerships with external organisations;
4. Significantly enhance the external profile of the department in appropriate networks and forums, identifying and building supportive and mutually beneficial partnerships. Fostering collaboration with external contacts, networks and partnerships including educational bodies, employers, researchers and professional bodies, as appropriate;
5. Actively contribute to mentor training, development and enhancement activities including the evaluation of these arrangements;
6. Organise and administer tasks in an efficient and effective manner;
7. Undertake other duties deemed appropriate by the Head of Department (or representative) and commensurate with the post.

## Person Specification for Senior Lecturer (Grade 10)

Please note that applications will be assessed against the Person Specification using the following criteria, therefore, applicants should provide evidence of their ability to meet all criteria. Where a supporting statement is indicated you will be asked to provide a statement of how you meet this criterion within the application form.

### Qualifications

Criteria	Essential or Desirable Criteria	Method of Assessment
A good relevant honours degree in Mechanical Engineering or closely related field.	Essential	Application
PhD in Mechanical Engineering or closely related field, or equivalent ( e.g. through professional achievement of a comparable nature).	Essential	Application
Advance HE Senior Fellowship, or commitment towards.	Essential	Application and Interview
Senior Membership of professional statutory regulatory body	Desirable	Application and Interview

### Knowledge and Skills

Criteria	Essential or Desirable Criteria	Method of Assessment
Successful record of having developed, used and disseminated good practice of flexible and innovative approaches to the design and execution of teaching, learning and assessment initiatives.	Essential	Supporting Statement and Interview
Demonstrate ability to influence, advise, guide and mentor others and confidently challenge thinking and foster debate, and encourage the development of intellectual reasoning and rigour.	Essential	Supporting Statement and Interview
Ability to reflect on own skills and knowledge, and to seek opportunities to develop.	Essential	Supporting Statement and Interview
Evidence of programme development and knowledge of the Engineering Council's Accreditation of the Higher Education Programmes (AHEP) standard	Essential	Interview

## Experience

Criteria	Essential or Desirable Criteria	Method of Assessment
Proven capacity to lead, conduct, and publish high-quality research in high-impact peer reviewed research journals, or contributions to professional practice,	Essential	Supporting Statement and Interview
Experience in attracting external funding for research and/or Knowledge Exchange, from a range of funding sources, and manage them to successful completion.	Essential	Supporting Statement and Interview
Ability to lead in outreach activities to local schools and colleges	Essential	Supporting Statement and Interview
Very significant experience of innovative undergraduate and postgraduate teaching in UK Higher Education, especially in the relevant subject area.	Essential	Supporting Statement and Interview
Evidence of leading teams, internally and externally, with the sound emotional intelligence required to work effectively with other people.	Essential	Supporting Statement and Interview
Proven ability to support the diverse academic and personal needs of individual students, and to disseminate good practice in this respect.	Essential	Supporting Statement, Interview and
Evidence of having developed successfully and led to good effect networks with colleagues, students and external stakeholders, e.g., to promote student employability.	Essential	Supporting Statement, Interview and Presentation
Ability to lead student recruitment activities including marketing and promotional material and open day organisation	Essential	Supporting Statement, Interview and Presentation
Experience of developing new modules for Mechanical Engineering discipline	Essential	Supporting Statement and Interview
Experience of developing labs for Mechanical Engineering discipline	Essential	Supporting Statement and Interview

## Competencies and Personal Attributes

Criteria	Essential or Desirable Criteria	Method of Assessment
Enthusiastic and Self-Motivated	Essential	Interview
Committed and Loyal	Essential	Interview
Team Leader	Essential	Interview
Effective interpersonal skills	Essential	Interview
Flexible and Adaptive	Essential	Interview
Optimistic and Resilient	Essential	Interview

## Candidate Guidance and How to Apply

At Edge Hill University we value the benefits a rich and diverse workforce brings to our community and therefore welcome applications from all sections of society.

For informal enquiries about this vacancy, you may wish to contact: Professor Amr Ahmed, Head of Department, at [Amr.Ahmed@edgehill.ac.uk](mailto:Amr.Ahmed@edgehill.ac.uk)

When you are ready to start the formal application process, please [visit our Current Vacancies website](#), search for the role you wish to apply for, and select the 'Apply Online' button at the bottom of the job advert. The online application form can be completed in stages and can be revisited at any time. The form automatically saves as you enter your information, and you can move backwards and forwards between individual form sections at any time prior to application submission. Help is available at each stage to guide you through the form. Before final submission, you can preview your application and can then choose to refine or submit the form.

As part of your application, you will be asked to provide details of two referees. Please see our application form for guidance on how to nominate your referees.

You are able to upload a CV to the application form to supplement your application and supporting statements.

Please refer to the advert for the closing date for this vacancy, all applications must be submitted by 11:59pm on this date. Please note that you will receive an automated email from our online recruitment portal to confirm receipt of your application. Please check your spam/junk mail if you do not receive this email.

Following the closing date, we will contact you by email to let you know whether or not you have been shortlisted to participate in the next stage of the selection process. We try our best to inform all applicants within two working weeks following the closing date.

If you are offered the post, the offer will be subject to pre-employment clearance. You will be asked to provide: proof of your right-to-work in the UK; proof of your identity and evidence of your qualifications and professional memberships as referenced as essential or desirable in the person specification for this role. You will also be asked to complete onboarding forms including a pre-employment health questionnaire to support the University make appropriate adjustments to support you in the role. The University will also contact the referees you have nominated. Please note that you may be asked for alternative or additional referees as we seek references that cover your previous three years of employment history. Following successful completion of pre-employment clearances (including an Enhanced Disclosure and Barring Service check, as relevant, please see job advert) a start date will then be arranged with you.