**Minerva Scholarship**

**Job Purpose**  
To effectively and efficiently undertake a range of duties associated with the teaching of full time and part time students and associated administration as requested by the Director of Learning and Teaching in order to contribute to School Service objectives.

**Main Duties and Responsibilities**

1. To deliver a range of teaching and assessment activities, including tutorials directed towards the delivery of subjects at undergraduate level.
2. To pursue a programme of research in Computing Science, leading to a PhD degree.
3. To contribute to the development of appropriate teaching materials to ensure content and methods of delivery meet learning objectives.
4. To participate in the assessment process, using a variety of methods and techniques and provide effective, timely and appropriate feedback to students to support their learning.
5. To participate in the supervision of practical work, advising on skills, methods, and techniques to assist the transfer of knowledge.
6. To contribute to the ongoing development and design of the curriculum, in a manner that supports a research-led and scholarly approach to student learning.
7. To engage in professional development as appropriate and regularly update subject related knowledge base.
8. To undertake limited administrative duties as requested by the Director of Learning & Teaching.
9. To be familiar with subject-based pedagogy.
10. To engage in professional development to remain current and ensure application of recent advances in knowledge to teaching.

**Knowledge, Qualifications, Skills and Experience**  
**Knowledge/Qualifications**  
A1 BSc/MSci/MMaths or BSc/MSci/MStats or equivalent.  
A2 High standard of performance in an undergraduate degree, suitable for entry to a PhD programme in the Computing Science.

A3 Thorough knowledge of the target language in both oral and literary dimensions.

**Skills**  
C1 Excellent communications and language skills both orally and written.  
C2 Excellent interpersonal skills and presentation skills.  
C3 Time/project/budget management skills as appropriate.  
C4 Ability to work independently and as part of a team  
C5 Ability to work with little supervision.  
C6 Scientific creativity.  
C7 Self-motivation.  
C8 Ability to accept collegiate responsibilities and act accordingly

**Experience**  
E1 Some teaching experience at undergraduate level  
E2 Course administration experience.

**Job Features**  
Develop and maintain involvement in teaching plans with respect to teaching developments on an ongoing basis throughout year.  
Deliver teaching for undergraduate course(s) as appropriate.  
Undertake teaching in accordance with a fair distribution of departmental workload.