

## JOB DESCRIPTION

<b>Role Title:</b> Assistant/Associate Professor in <b>Computing Science</b>	<b>Role ref:</b> 24/ET/07
<b>Reports to:</b> Dean	<b>College:</b> Engineering & Technology
<b>Grade:</b> T3/T4/T5 dependent upon qualifications and experience	<b>Contract Type:</b> full-time

### Context:

<sup>1</sup>The British University of Bahrain is a distinctive, top-quality higher education institution that has quickly established itself among the region's leading universities. With students from Bahrain, the GCC, and around the world, our university ensures a healthy, diverse, and inclusive environment.

Our mission to deliver excellence in education and training that meets world professional standards is rooted in our values, which align with the region's vision for economic diversification and sustainable development. With our three colleges – Engineering and Technology, Business and Law, and Arts and Social Science – we provide our students with the toolkits needed to embrace the challenges and opportunities of the twenty-first century and succeed in the rapidly advancing digital era.

An essential factor that sets us apart is our strong exclusive partnership with the University of Salford in Manchester which has been involved in developing our university since its inception. This unique collaboration allows our students to earn an internationally recognised UK Bachelor's degree while studying locally.

Our degrees are fully awarded by The University of Salford and certified and recognised by the Bahrain Higher Education Council.

BUB is a regional hub for academic excellence renowned for its exceptional programs within its collegiate system, and we pride ourselves on offering an array of unique and exclusive disciplines that cater to the needs of the evolving workforce.

### Position Summary/Purpose of Role:

To contribute to the delivery of taught and practical modules, research/knowledge exchange, administration, promotion and development of Computing Science programmes at undergraduate and postgraduate level.

### Key Duties & Responsibilities:

1. To lead, develop and support workshops, lectures, tutorials and other learning events, working in partnership with employers and other agencies to ensure content is at the cutting edge of industry developments.  
Included in the duties :
  - i. Developing teaching materials and delivering them across a range of events, programmes and modules
  - ii. Devise, schedule and coordinate learning activities external to timetables events including guest lectures, field trips, site visits, competitions etc.;
  - iii. Design, set, verify, mark, and moderate student assessment and examinations and provide timely, written feedback to students;
  - iv. Act as personal tutor to a group of students;

<sup>1</sup> This page to be used for advert

		<ul style="list-style-type: none"> <li>v. Engage in and apply Quality Assurance and Enhancement processes to teaching practice, curriculum content and student assessment;</li> <li>vi. Actively engage with student feedback and enhancement suggestions.</li> </ul>
2.		To supervise students' individual and small group practicals and large team projects and work experience/internships.
3.		Contribute to the planning and development of the programme and learning materials, in collaboration with BUB and University of Salford colleagues.
4.		To design and to engage in activities that promote and raise the external profile of subject area and the university
5.		Undertake individual and/or collaborative Research/Knowledge Exchange/Scholarly Activity to; <ul style="list-style-type: none"> <li>i. extend, transform, and apply knowledge acquired from scholarship to learning, research and appropriate external activities;</li> <li>ii. Write and contribute to publications in peer reviewed academic journals and/or disseminate research findings using other appropriate media;</li> <li>iii. Make presentations at conferences or exhibit work in other appropriate events, participating in dissemination and engagement activities to contribute to the knowledge base of your subject area.</li> </ul>
6.		To participate in programmes of staff and professional development and to lead in own area of subject expertise and act as mentor for junior colleagues.
7.		To ensure the use of data compliance with current BH and UK regulations.
8.		Comply with all health, safety and wellbeing policies and procedures and to take responsibility for promoting and safeguarding the welfare and protection of others.
9.		Promote equality and diversity for students and staff and sustain an inclusive and supportive study and work environment.
10.		To carry out other duties, commensurate with the grade of the post as directed by the Dean, Vice President, President.
<b>Essential Requirements:</b>		
1	Qualifications	Undergraduate Degree in <b>Computing Science</b> Postgraduate Degree in <b>Computing Science</b> (or closely related subject)
2	Background & Experience	Experience of teaching and assessment in an HE setting with UK curriculum; Experience of leading an HE module/unit from start to finish; Demonstrable portfolio of <b>Computing Science</b> research/practice based outputs.
3	Research & Innovation	NA
4	Skills & Competencies	See person spec.
5 <sup>1</sup>	Leadership Experience/Esteem	for leadership and management roles only

Indicative level of membership for Higher Education Academy: **Fellow**

## PERSON SPECIFICATION

### Qualifications & Professional Memberships

	The successful candidate should have:	Essential/ Desirable	Tested by <sup>2</sup> A, I, P <sup>3</sup>
1	Undergraduate degree: in <b>Computing Science</b>	Essential	A
2	Postgraduate degree: in <b>Computing Science</b> (or closely related discipline)	Essential	A
3	A PhD in <b>Computing Science</b> (or in final stages of PhD)	Desirable	A/I
4	Chartered membership of a Professional Body	Desirable	A
5	Teaching Qualification: Postgraduate Certificate of Academic Practice (PGCAP) or equivalent Higher Education teaching qualification	Desirable	A

### Background & Experience

	The successful candidate should have:	Essential/ Desirable	Tested by* A, I, P,
6	Experience of teaching and assessment in Higher Education within the subject or a minimum OR 5 years professional experience in <b>Computing Science</b>	Essential	A
7	Experience of undergraduate and postgraduate programme design/development	Desirable	A/I
8	Experience PSRB criteria for practice and associated QA processes	Desirable	A/I
9	Demonstrable portfolio of <b>Computing Science</b> research / practice-based outputs	Essential	A/I/P
10	Experience of effective use of IT and creative teaching and assessment techniques and platforms	Desirable	A/I

### Research & Innovation

	The successful candidate should have demonstrable knowledge of:	Essential/ Desirable	Tested by* A, I, P
11	Expertise in diverse aspects of <b>Computing Science</b> and related areas	Essential	A/I/P
12	Professional knowledge of and experience in Design practice	Desirable	A/I/P

<sup>2</sup> **Candidate Guidance:** In order to fully meet the essential criteria, candidates must state clearly how they meet the criteria in their application letter & CV.

<sup>3</sup> **A = Application form, I = Interview, P = Presentation**

### Skills & Competencies

	The successful candidate should demonstrate:	Essential/ Desirable	Tested by* A, I, P
13	Excellent communication, interpersonal and team-working skills.	Essential	A/I/P
14	A firm commitment to personal and professional development.	Essential	A/I
15	The ability to motivate, coach and support students and have knowledge of individual learning styles and development needs.	Essential	A/I
16	Ability to manage quality procedures within an HE environment	Essential	A/I
17	Ability to communicate using the English language to a very high standard.	Essential	I/P