**Job Description**

Please complete all accessible boxed so that your submission is not delayed. Managers please refer to the guidance notes on writing Job Descriptions and Person Specifications.

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| **School/Directorate** | Applied Science, Computing and Engineering |
| **Section** | Computing |
| **Job Title** | Lecturer in Cyber Security/Computer Networks |
| **Vacancy No** | 1617 005 |
| **Reports To** | Associate Head of School |

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| **Principal Accountabilities** |
| The post holder will teach on Glyndwr University programmes, contribute towards student support, carry out research and scholarly activity, assist with recruitment and contribute to the management and administration of programmes as required. He/she will contribute towards ensuring that academic quality and standards of the University are maintained and that the student experience is continually enhanced.The successful candidate will be expected to work as part of the computing subject team, so the team is seeking to appoint an individual with vision who can assist in the delivery of our innovative undergraduate and postgraduate degree programmes and contribute to their development and future growth. The individual will need to be qualified with a high Honours Degree in a relevant subject, with an excellent understanding of TCP/IP and good knowledge of CCNA/P Security. Ideally, qualified with either CISSP (Certified Information Systems Security Professional) / CCSC (Cisco Cybersecurity Specialist certification) or similar. Ideally, you will have knowledge and abilities relating to the detection and mitigation of network security threats and have the ability to deliver/develop programme material from any associated module.  Teaching qualifications would be desirable, however training, guidance and mentoring will be put in place to assist the successful applicant gain such experience and qualifications during the normal course of their duties.It is expected that the successful applicant will have excellent communication skills and have an aptitude to convey information in an understandable and interesting manner.The ability to work in a team environment, display good interpersonal skills and to work to tight deadlines is expected.  |
| **Key Tasks** |
| **Job Purpose:**To contribute to the teaching and research in Computing for the School of Applied Science, Computing and Engineering.**Duties and Responsibilities:*****Teaching & Learning Support*** * To teach at undergraduate and graduate levels in areas allocated by the Associate Head of School.
* Develop and deliver resources and teaching materials to meet course frameworks and learning outcomes.
* Develop assessments to measure accurately students’ performance and understanding, whilst following regulations and verification procedures.
* Set, mark and assess students’ work, ensuring that learning outcomes have been met and that feedback is both detailed and constructive.
* Actively contribute to enhancing the student experience.
* To provide academic support and advice to undergraduate students.
* To provide pastoral care and support to students.
* To engage in the development of learning materials, preparing schemes of work and maintaining records to monitor student progress, achievement and attendance.
* To contribute to the development, planning and implementation of a high quality curriculum.
* To promote the use of a range of methods and techniques in teaching, learning and assessment.
* To co-operate with colleagues in the continuous review and development of the programmes and the curriculum in the subject area.
* To promote a culture of excellence in teaching and research across the School and University.

***Research Activities*** * Undertake agreed scholarly activity in order to contribute to the development of the field (as an academic discipline).
* Analyse data and evaluate information that can then be used to inform teaching and learning.

***Academic Enterprise*** * Participate in the development of internal and external partnerships in order to disseminate information, share best practice, establish opportunities for collaborative work and enhance the reputation of the University.
* Participate in formal networks to build new relationships that benefit both the department and the Faculty as a whole.
* To undertake such other duties as may be reasonably requested and that are commensurate with the nature and grade of the post.
* To engage in training programmes in the University (*e.g*. through Staff Development) which are consistent with the appointee’s needs and aspirations, and those of the subject

***Service Provision*** * Design, review and adapt module and unit content in response to student feedback and need, with a view to improving student retention.
* Engage with quality assurance procedures to ensure that University standards are met.
* Collaborate with academic colleagues on subject/programme development and delivery within the department, the School and across the University (where appropriate) to ensure that the curriculum portfolio remains current and the assessment procedures are relevant.
* Co-ordinate student events, as required, ensuring the effective use of time and resources.
* Assist in appropriate pre-entry, recruitment, selection and admissions activities (including Open Days and Visit Days) in order to promote the school and gain a better understanding of student needs/expectations.
* Provide a first point of contact for student welfare issues, referring problems on where they are complex or serious.

**Team Working** * Attend Faculty, Department and Programme meetings/boards, as required, in order to contribute to the decision-making process and to develop productive working relationships within and across teams.
* To work effectively with relevant administrative, technical and academic staff in the School and across the University.
* Introduce new starters to the department by providing support and training on the skills, processes, systems and activities that are specific to the department.
* Provide feedback to colleagues via peer mentoring schemes to support the development of self and others and to ensure the continuous improvement of departmental performance

**Liaising and Networking*** Active engagement with professional and learned bodies e.g. participation in committees, working parties, conference/workshop organisation.
* Take responsibility to promote high levels of customer care within their own areas of work.
* To promote the public awareness of the Computing programmes through University Open Days and guest lectures at local colleges.
* Take responsibility to engage with the University’s commitment to delivering value for money services that optimise the use of resources and consider this when undertaking all duties and aspects of their role.
* Take responsibility for ensuring they have and continue to update their knowledge and skills to be effective in their roles.
* Participate in the Appraisal process, engaging in the setting of objectives in order to assist in the monitoring of performance and the development of the individual.
* To adhere to and actively encourage adherence to University policies, including the Health and Safety, and Equality and Diversity policies.
* Undertake other relevant duties commensurate with the grade of the post as may be assigned by the Manager or University managers to support the development of the University. Such agreement should not be unreasonably withheld.

**Role Specific Attributes*** Expertise in Cyber Security and Computer Networks.
* Qualified with a high Honours Degree or Postgraduate Degree in a relevant subject.
* A sufficiently broad and in-depth understanding of TCP/IP and CCNA/P Security.
* Ideally, qualified with either CISSP (Certified Information Systems Security Professional) / CCSC (Cisco Cybersecurity Specialist certification) or similar.
* Sufficient knowledge and abilities relating to the detection, management and mitigation of network security threats
* Knowledge of industry tools and techniques employed to tackle cyber security issues, threats and attacks.
* Beside the above requirements, a willingness to learn and develop skills in new areas
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| **Special Features** |
| A teaching qualification would be desirable, however training, guidance and mentoring will be made available to assist the successful applicant gain such experience and qualifications during the normal course of their duties. It is expected that the successful applicant will have excellent communication skills and have an aptitude to convey information in an understandable and interesting manner. |

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| **Review** |
| This is a description of the job at the time of issue. It is the University’s practice periodically to review and update job descriptions to ensure that they accurately reflect the current nature of the job and requirements of the University and to incorporate reasonable changes where required, in consultation with the job holder.  |