

## Programme Lead Computer Science

**Position:** Programme Lead Computer Science

**Payment:** permanent contract, full-time or part-time

**Location:** Leipzig, Germany

### General Information About Lancaster University Leipzig

Lancaster University Leipzig offers a range of Lancaster University (LU) degree programmes and is committed to providing the same academic quality and fully rounded student experience as in the UK. In January 2020, the campus opened with an LU accredited foundation programme delivered by Navitas Germany GmbH – part of Navitas Group - an Australian public listed company. As a modern and dynamic educational institution committed to providing quality educational programmes and excellent student support in an environment that encourages students to achieve the best possible results in their studies, we operate several accredited BSc and MSc programmes.

### What you'll do:

We invite applications from appropriately qualified and experienced individuals interested in being Programme Lead Computer Science. The successful role holder will take on a lead role in connecting the academic degree programmes with the preparatory programmes at Foundation and Pre-Master Programmes (Pathway Programmes), while equipping students with subject-knowledge and skills. They will also manage communication with the Lancaster University appointed Link Tutors to ensure that all supporting processes and procedures are quality assured, and full academic service support is provided. The role will be required to teach in Computer Science. We offer a range of modules within the Computer Science domain and applications are accepted with expertise in two or more of the following areas:

- Maths and Stats
- Computational Thinking and Basic Programming
- Advanced Programming
- Basic Linux Terminal (e.g. Bash)
- HTML and CSS
- Computer Systems (e.g. operating systems and networking)

### Key Responsibilities

- To provide a bundling function and help oversee academic quality of the Computer Science Programme in the relevant pathway.
- To act as the main point of contact between the Link Tutors and the Pathway Programme tutors regarding the academic content of the curriculum on the relevant pathway.
- To facilitate communication between the Link Tutors and the Pathway Programme tutors, and, where appropriate, to provide support when needed, especially for curriculum and assessment development.

- To facilitate the coordination, and review of material so that the Link Tutors can review and confirm assessment and exam marking has been fair, consistent and in line with the marking criteria, and feedback to students is appropriate.
- To give general support, where required, to the LU Leipzig Pathway team in terms of advice on assessment matters: marking criteria, modes of assessment, marks distribution, moderation and marking standardisation.
- To design and teach courses in Computer Science within the remit of the module descriptor, learning outcomes, and the support of the Link Tutors
- To attend Extenuating Circumstances Committees and Academic Malpractice boards.
- To attend the relevant Pathway Programme Module Assessment Boards (MAB) and the Programme Assessment Boards (PAB).
- To attend the Leipzig Pathway Programme Quality & Standards Committee (LPPQSC) meetings, providing at each a verbal report on relevant activities for their subject area since the last meeting.
- Participate in formal programme review events involving LU Leipzig, Navitas, and Lancaster University, including any reapproval events.
- To contribute to the Annual Summary Report (ASR)
- To monitor the progress of students through communication with Pathway Programme tutors on a termly basis.
- Lead team meetings with Pathway Programme tutors in Computer Science

We have high standards, and we expect a lot of from the Programme Lead Computer Science, yet we offer outstanding long-term career opportunities for the right applicant, both within Lancaster University Leipzig as we continue to grow, and within Europe and beyond as part of the Navitas Group.

#### **What you'll get from us:**

You will be provided with a permanent contract full-time or part-time with six-month probation. In addition, we offer a workspace in one of the most attractive cities in Germany; an opportunity to work at a growing campus that aims to rapidly increase its offerings in both teaching and research; working with a diverse and interesting team of individuals from all around the world; and a range of benefits related to health and wellbeing; to academia; and in upskilling and training in an academic and teaching environment (these will be shared at our team meeting day).

#### **Your Profile:**

Interested applicants will demonstrate the following essential (E) and desirable (D) attributes:

- A postgraduate qualification (Masters, PhD, equivalent) (E) preferably in the field of Computing (D)
- Ability to effectively communicate with staff and students from a diverse range of cultural and educational backgrounds (E)
- Excellent IT, general administration, organisational, data analysis and presentation skills (E)
- A 'can do' and collegial mentality (E)
- Fluency in English (E) and communicative German (D)
- understanding of pedagogical methods, learning styles, and/or cognition, ideally demonstrated through previous teaching experience and/or a professional teaching certificate such as PGCAP, PGCHE, PGCE, or similar (E)

- Experience in curriculum design including the management and evaluation of learning and teaching effectiveness (D)
- Experience in leading quality assurance and enhancement in learning and teaching (D)
- Leadership and coordination skills in an education environment (D)
- Knowledge of the UK HE system, and/or previous experience at a UK HE institution (D)

**Application Process:**

Please send your cover letter, curriculum vitae, and two contacts (including positions) for recommendation letters in one PDF file, indicating your name, to Sabine Gerlach at [recruitment@lancasterleipzig.de](mailto:recruitment@lancasterleipzig.de). If your application is seen as a suitable fit, the following process will be observed:

1. You will be invited to attend a short online meeting to get to know each other, usually with the Campus Director and the Senior Manager Academic and Student Services, and be asked to share a snippet of your teaching style through a short section of a lecture (around 10-15 minutes). This can be a recording or delivered live.
2. You will be invited to interview where we will explore your teaching philosophy and a 'typical' teaching and assessment exercise.