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**Faculty of Technology**

**School of Computing**

**Lecturer or Senior Lecturer in Cyber Security**

**ZZ007301**

**Information for Candidates**

**THE POST**

Please see the attached job description and person specification.

**THE TERMS OF APPOINTMENT**

Full-time

Permanent

Salary is in the range Lecturer: £36,382 – 39,739 per annum, Senior Lecturer: £40,927 – £50,296 per annum and progress to the top of the scale is by annual increments payable on 1 September each year. Salary is paid into a bank or building society monthly in arrears.

Annual leave entitlement is 35 working days in a full leave year. The leave year commences on 1 October and staff starting and leaving during that period accrue leave on a pro-rata basis. In addition, the University is normally closed from Christmas Eve until New Year’s Day inclusive and on bank holidays.

In addition, the University is normally closed from Christmas Eve until New Year’s Day inclusive and on bank holidays.

There is a probationary period of one year during which new staff will be expected to demonstrate their suitability for the post.

You will be expected to have commenced and be working towards the relevant Descriptor level of the UK Professional Standards Framework for teaching and supporting learning in higher education during your probationary year. If you are the successful candidate, the Department of Curriculum and Quality Enhancement will be in touch once you start work with further details about this development programme.

It is a condition of the appointment for the proper performance of the duties of the post that the appointee will take up residence at a location such that they are able to fulfil the full range of their contractual duties. This residential requirement will be expected to be fulfilled within twelve months of taking up the appointment. The University has a scheme of financial assistance towards the cost of relocation.

The appointee will be eligible to join the Teachers' Pension Scheme. The scheme's provisions include a final salary based index-linked pension and a lump sum on retirement together with dependants’ benefits.

There is a comprehensive sickness and maternity benefits scheme.

**All interview applicants will be required to bring their passport or full birth certificate and any other 'Right to Work' information to interview where it will be copied and verified.**The successful applicant will not be able to start work until their right to work documentation has been verified.

Please note if you are the successful candidate once the verbal offer of employment has been made and accepted, references will be immediately requested. It is the University’s policy that all employment covering the past three years is referenced. A minimum of two references is required to cover this three-year period of employment or study (where there has been no employment). One of your referees must be your current or most recent employer.

The successful candidate will need to bring documentary evidence of their qualifications to Human Resources on taking up their appointment.

If the position has a requirement for Disclosure and Barring Service check (DBS) or Non-Police Personnel Vetting (NPPV), this will be stated in the advert. Further information will be provided once the selection process has been completed.

All applications must be submitted by 23:59 (UK time) on the closing date published.



**UNIVERSITY OF PORTSMOUTH – RECRUITMENT PAPERWORK**

1. **JOB DESCRIPTION**

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| **Job Title:** | Lecturer in Cyber Security |
| **Grade:** | 7 |
| **Faculty/Centre:** | Faculty of Technology |
| **Department/Service:****Location:** | School of Computing |
| **Position Reference No:** | ZZ007301 |
| **Responsible to:** | Head of School |
| **Responsible for:** | None |
| **Effective date of job description:** | November 2021 |

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| **Purpose of Job:** |
| To coordinate and contribute to the design and delivery of undergraduate and postgraduate programmes and respond to students' needs. To engage in teaching, scholarship, research and knowledge transfer in accordance within the School/Faculty objectives. |

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| **Key Responsibilities:** |
| * Deliver modules in the field of cyber security for our undergraduate and postgraduate courses.
* Contribute to continuing development of the curriculum, including proposing new modules for on-campus and on-line delivery as required.
* Engage in research and/or knowledge transfer activities, either on own initiative or as part of team.
* Undertake scholarly activities to maintain concurrency of knowledge in the field of cyber security.
* Liaise with and develop working relationships with the computing industry and its professional bodies.
* Supervise undergraduate and postgraduate projects and similar independent learning activities.
* Undertake placement visits to undergraduate students (where appropriate) and resolve any problems identified by student or employer’s representative.
* Act as a personal tutor to students to provide first line support and act as a mentor when required
* Engage in a range of administrative tasks associated with curriculum development and quality assurance within the teaching and learning processes for which the School is responsible.
* Undertake other such duties as may be required within the School, the Faculty and the University or other instructions of the Head of School if called upon to do so.
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| **Working Relationships:** |
| Head of SchoolModule CoordinatorsSubject Academic Staff Administrative StaffCourse Team Course Leaders Programme CoordinatorsAssociate Dean (Academic)Associate Dean (Students) Associate Dean (Research) |

1. **PERSON SPECIFICATION**

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| **No** | **Attributes** | **Rating** | **Source** |
| **1.** | **Specific Knowledge & Experience** |  |  |
| 1.1 | Subject expertise in cyber security. | E | AF, S |
| 1.2 | Teaching experience in Higher Education in the field of cyber security. | E | AF, S |
| 1.3 | Relevant research experience | E | AF, S |
| 1.4 | Knowledge of UK Higher Education System & Quality Agenda. | D | AF,S |
| 1.5 | Relevant industrial and/or consulting experience. | D | AF, S |
| **2.** | **Skills & Abilities** |  |  |
| 2.1 | Ability to teach at both undergraduate and postgraduate levels both face-to-face and on-line/distance learning. | E | AF, S |
| 2.2 | Ability to carry out research and knowledge transfer in subject(s). | E | AF, S |
| 2.3 | Ability to communicate effectively and sympathetically with individuals and with groups of students. | E | AF, S |
| 2.4 | Organisational and administrative skills. | E | AF, S |
| 2.5 | Ability to communicate effectively in English verbally and in writing. | E | AF, S |
| 2.6 | Ability to work in a team. | E | AF, S |
| 2.7 | Ability to work effectively with external partner organisations (e.g. industry, government agencies). | D | AF, S |
| 2.8 | Leadership skills. | D | AF, S |
| 2.9 | Ability to encourage others to collaborate in research and/or knowledge transfer. | D | AF, S |
| **3.**  | **Qualifications, Education & Training** |  |  |
| 3.1 | A good first degree in a computing or mathematics based subject. | E | AF |
| 3.2 | PhD in the computing or mathematics discipline or equivalent research training. | E | AF |
| 3.3 | Relevant teaching qualification. | D | AF |
| 3.4 | Professional Membership of BCS, IET or equivalent. | D | AF |
| **4.** | **Other Requirements** |  |  |
| 4.1 | Able and willing to work in a team. | E | AF, S |
| 4.2 | Able to motivate students and encourage learning. | E | AF, S |
| 4.3 | Understand the equal opportunity policy in HE and its impact on academic content and issues relating to student and staff welfare. | E | AF, S |
| 4.4 | Efficient and well-organised. | E | AF, S |
| 4.5 | Self motivated and innovative. | E | AF, S |
| 4.6 | Flexibility in working patterns.  | E | AF, S |

**Legend**

Rating of attribute: E = essential; D = desirable

Source of evidence: AF = Application Form; S = Selection Programme (including Interview, Test, Presentation)

**JOB HAZARD IDENTIFICATION FORM**

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| **Please tick box(s) if any of the below are likely to be encountered in this role. This is in order to identify potential job related hazards and minimise associated health effects as far as possible. Please use the** [Job Hazard Information](http://www.port.ac.uk/departments/services/humanresources/recruitmentandselection/informationforrecruiters/essentialinformationandformsforrecruiters/) **document in order to do this.**  |
| 1. International travel/Fieldwork  |  | 13. Substances to which COSHH regulations apply (including microorganisms, animal allergens, wood dust, chemicals, skin sensitizers and irritants, welding fume)  |  |
| 2. Manual Handling (of loads/people)  |  | 14. Working at height |  |
| 3. Human tissue/body fluids (e.g. Healthcare settings, First Aiders, Nursery workers, Laboratory workers) |  | 15. Working with sewage, drains, river or canal water  |  |
| 4. Genetically modified Organisms  |  | 16. Confined spaces |  |
| 5. Noise > 80 DbA  |  | 17. Vibrating tools  |  |
| 6. Night Working (between 2200 hrs and 0600 hrs) |  | 18. Diving |  |
| 7. Display screen equipment | X | 19. Compressed gases |  |
| 8. Repetitive tasks (e.g. pipette use, etc)  |  | 20. Small print/colour coding |  |
| 9. Ionising radiation/non-ionising radiation/lasers/UV radiation  | 21. Soil/bio-aerosols |  |
| 10. Asbestos and/or lead  | 22. Nanomaterials  |
| 11. Driving on University business: mini-bus (over 9 seats), van, bus, forklift truck, drones only)  | 23. Workplace stressors (e.g. workload, relationships, job role, etc.)  |
| 12. Food handling  | 24. Other (please specify)  |

**Completed by Line Manager/Supervisor:**

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| **Name (block capitals)** | Petronella Beukman |
| **Date** | 18/11/2021 |
| **Extension number** | x6363 |

Managers should use this form and the information contained in it during induction of new staff to identify any training needs or requirement for referral to Occupational Health (OH).

Should any of this associated information be unavailable please contact OH (Tel: 023 9284 3187) so that appropriate advice can be given.

**UNIVERSITY OF PORTSMOUTH – RECRUITMENT PAPERWORK**

**1. JOB DESCRIPTION**

|  |  |
| --- | --- |
| **Job Title:** | Senior Lecturer in Cyber Security |
| **Grade:** | 8 |
| **Faculty/Centre:** | Faculty of Technology |
| **Department/Service:****Location:** | School of Computing |
| **Position Reference No:** | ZZ007301 |
| **Responsible to:** | Head of School |
| **Responsible for:** | None |
| **Effective date of job description:** | November 2021 |

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| **Purpose of Job:** |
| To coordinate and contribute to the design and delivery of undergraduate and postgraduate Cyber Security and Forensic Computing programmes and respond to students' needs. To coordinate the work of colleagues and act as a team member, engaging in teaching, scholarship, research and knowledge transfer in accordance with the School/Faculty objectives.  |

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| **Key Responsibilities:** |
| * Design, deliver, review and update modules as Module Coordinator in the field of cyber security for our undergraduate and postgraduate courses.
* Contribute to continuing development of the curriculum, including proposing new units for on-campus and on-line delivery as required.
* Engage in research and/or knowledge transfer activities, either on own initiative or as part of team.
* Undertake scholarly activities to maintain concurrency of knowledge in the field of cyber security.
* Liaise with and develop working relationships with the computing industry and its professional bodies.
* Supervise undergraduate and postgraduate projects and similar independent learning activities.
* Undertake placement visits to undergraduate students (where appropriate) and resolve any problems identified by student or employer’s representative.
* Act as a personal tutor to students to provide first line support and act as a mentor when required
* Engage in a range of course-related administrative tasks associated with course leadership, recruitment, progression and career development of students within the School.
* Engage in a range of administrative tasks associated with curriculum development and quality assurance within the teaching and learning processes for which the School is responsible.
* Undertake other such duties as may be required within the School, the Faculty and the University or other instructions of the Head of School if called upon to do so.
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| **Working Relationships:** |
| Head of SchoolModule CoordinatorsSubject Academic Staff Administrative StaffCourse Team Course Leaders Programme CoordinatorsAssociate Dean (Academic)Associate Dean (Students) Associate Dean (Research) |

1. **PERSON SPECIFICATION**

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| **No** | **Attributes** | **Rating** | **Source** |
| **1.** | **Specific Knowledge & Experience** |  |  |
| 1.1 | Subject expertise in cyber security. | E | AF, S |
| 1.2 | Teaching experience in Higher Education in the field of cyber security. | E | AF, S |
| 1.3 | Relevant research experience | E | AF, S |
| 1.4 | Understanding of the use of e-Learning or a willingness to undertake training. | D | AF, S |
| 1.5 | Knowledge of UK Higher Education System & Quality Agenda. | D | AF,S |
| 1.6 | Relevant industrial and/or consulting experience. | D | AF, S |
| **2.** | **Skills & Abilities** |  |  |
| 2.1 | Ability to teach at both undergraduate and postgraduate levels both face-to-face and on-line/distance learning. | E | AF, S |
| 2.2 | Ability to carry out research and knowledge transfer in subject(s). | E | AF, S |
| 2.3 | Ability to communicate effectively and sympathetically with individuals and with groups of students. | E | AF, S |
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| 2.8 | Leadership skills. | D | AF, S |
| 2.9 | Ability to encourage others to collaborate in research and/or knowledge transfer. | D | AF, S |
| **3.**  | **Qualifications, Education & Training** |  |  |
| 3.1 | A good first degree in a computing or mathematics based subject. | E | AF |
| 3.2 | PhD in the computing or mathematics discipline or equivalent research training. | E | AF |
| 3.3 | Relevant teaching qualification. | D | AF |
| 3.4 | Professional Membership of BCS, IET or equivalent. | D | AF |
| **4.** | **Other Requirements** |  |  |
| 4.1 | Able and willing to work in a team. | E | AF, S |
| 4.2 | Able to motivate students and encourage learning. | E | AF, S |
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| 1. International travel/Fieldwork  |  | 13. Substances to which COSHH regulations apply (including microorganisms, animal allergens, wood dust, chemicals, skin sensitizers and irritants, welding fume)  |  |
| 2. Manual Handling (of loads/people)  |  | 14. Working at height |  |
| 3. Human tissue/body fluids (e.g. Healthcare settings, First Aiders, Nursery workers, Laboratory workers) |  | 15. Working with sewage, drains, river or canal water  |  |
| 4. Genetically modified Organisms  |  | 16. Confined spaces |  |
| 5. Noise > 80 DbA  |  | 17. Vibrating tools  |  |
| 6. Night Working (between 2200 hrs and 0600 hrs) |  | 18. Diving |  |
| 7. Display screen equipment | X | 19. Compressed gases |  |
| 8. Repetitive tasks (e.g. pipette use, etc)  |  | 20. Small print/colour coding |  |
| 9. Ionising radiation/non-ionising radiation/lasers/UV radiation  | 21. Soil/bio-aerosols |  |
| 10. Asbestos and/or lead  | 22. Nanomaterials  |
| 11. Driving on University business: mini-bus (over 9 seats), van, bus, forklift truck, drones only)  | 23. Workplace stressors (e.g. workload, relationships, job role, etc.)  |
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**Completed by Line Manager/Supervisor:**

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| **Name (block capitals)** | Petronella Beukman |
| **Date** | 18/11/2021 |
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