



ARCADIA UNIVERSITY
THE COLLEGE OF GLOBAL STUDIES
London

Adjunct Lecturer: Biology

The College of Global Studies, Arcadia University, USA

The London Center of Arcadia University, The College of Global Studies, is seeking to appoint a Lecturer for a first year, second semester course commencing January 2025: LONS BI102 General Biology II.

Approximately 800 US college students participate each year on Arcadia's Programmes through the London Center. We host first year students each year and science courses are due to be offered for the Spring 2025 semester. The class size will be circa 15 students. The course meets twice a week for a lecture and a lecture/lab session. The lecturer reports to the Associate Director of Academic Affairs.

Main Duties

- Teaching the above class including classroom and lab based sessions (lab venue tbc)
- Preparation of teaching materials for the course
- Liaising with Arcadia faculty in the USA in preparation for teaching the course
- Providing academic advising, either face-to-face, via canvas VLE or by email
- Arranging/accompanying students on co-curricular trips, where relevant
- Setting and administering end-of-term examination and other assessments – setting examination questions, invigilation and marking, including some second marking if required
- Attendance at academic staff meetings (up to two per semester)

Required

- Masters or equivalent relevant professional experience in related field
- Past experience of teaching in higher education

Desirable

- Phd in relevant field
- Understanding of US higher education system
- Previous experience teaching within US higher education
- Previous experience undertaking risk assessments for laboratory courses



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Person Specification

An individual who can develop effective working relationships with both academic and administrative staff. All applicants should be able to lawfully accept employment in the U.K. If you are not a UK citizen, please address your right to work in the UK in your covering letter.

Salary

circa £ 4,000, plus a 3.5% matched pension contribution.

A course development fee to cover preparation time ahead of the course may also be payable.

Application

Applicants should submit a detailed CV and covering letter to Associate Director of Academic Affairs, Marilyn Grundy at grundym01@arcadia.edu.