



UNIVERSITY OF CAMBRIDGE

Institute of Continuing Education

Panel Tutors: Curriculum Design Specialists (1 in Engineering and 1 in Business Management)

The University of Cambridge Institute of Continuing Education (ICE), based at Madingley Hall near Cambridge, offers a vibrant and diverse array of courses for adult part-time students studying for personal enrichment or professional development. Courses range from open-access Certificate courses to Master of Studies programmes.

We are currently looking to engage specialists in the fields of Engineering and Business Management to design suitable 'current topics' course components which would form elements of a new award-bearing FHEQ level 6 course primarily for international students. These specialists will also assist in developing the broader curriculum for the new course.

The successful candidates will be PhD qualified professionals in the relevant discipline (either Engineering or Business Management) with extensive experience of curriculum development and undergraduate teaching in established UK university settings. They will have a comprehensive understanding of instructional design and assessment within the QAA framework. Preferably, they will have a postgraduate teaching qualification and experience of working with international students.

The successful candidates will work collaboratively with ICE academics and the University of Cambridge's Department of Engineering and Judge Business School to design the respective components of the course.

Most of the syllabus development work can be undertaken away from Cambridge although a physical presence in Cambridge will be required for key team meetings (approximately three) during the curriculum development phase. The curriculum development projects will be undertaken within a three-month period, starting in September 2017.

It is anticipated that each of the subject-specific projects will equate to around 50 working hours; the project may be delivered by a single Tutor in each discipline or shared amongst a small group of Tutors with complimentary expertise. Payment will be made at ICE's competitive Panel Tutor hourly rate. Reasonable travel and subsistence expenses will also be reimbursed.

Informal enquiries may be addressed to Dr Nigel Kettley: nck20@cam.ac.uk

To apply, in the first instance please submit your professional CV (with names and details of two referees) and a supporting statement of no more than 400 words outlining your interest in this opportunity, and clearly specifying whether your interest is in the Business Management or Engineering project, to: ICEHRAdministration@admin.cam.ac.uk

The final closing date for applications is Sunday 10 September 2017. However, applications will be reviewed upon submission and we reserve the right to close this vacancy early if suitable applicants are identified. Consequently, we recommend that you submit your application well in advance of the closing date and as soon as possible during the recruitment process.

Panel Tutors are not employees of the University but receive a Temporary Worker Agreement for their services from the Institute before their course begins.