Senior Lecturer or Reader in Chemistry

Department of Chemistry

School of Biomedical Sciences

A6-8/JRC/548/13-DT

Contents

- Explanatory notes, including application procedure.
- Further particulars, including:
  - Information about King’s College London, and the post;
  - Job description;
  - Person specification;
  - Summary of the terms and conditions of service.
Explanatory notes

Please read carefully before completing the application form

Thank you for your enquiry regarding a post at King’s College London. Enclosed is a set of further particulars for this post. These comprise: a job description and person specification; general information about the College, School and Department; as well as the main terms and conditions of the post.

Application procedure

Should you wish to apply for this position, please send the following:

- a completed Personal details form and Equality and diversity reporting form (CTRL + click the link)
- a short statement setting out your reasons for applying for the post, your teaching vision and particular skills and experience that you would bring to the role, and your research ambitions.
- a copy of a current curriculum vitae, which should include inter alia:
  - your full name with title
  - details of your present post with date of appointment
  - education
    - degrees (subject, class, institution, date of award)
    - other academic/professional qualifications (subject, level, institution, date of award)
    - distinctions other than degrees
  - membership of professional and learned societies
  - teaching and research experience
  - administrative and management experience
  - grants obtained
  - publications

To email: recruitmentteam12@kcl.ac.uk

Applications should be made electronically in Word or PDF format.

Please ensure you quote reference number A6-8/JRC/548/13-DT on all correspondence.

Informal enquiries may be made to Professor Phil Blower (Acting Head of Chemistry) at philip.blower@kcl.ac.uk +44 (0)20 7188 9513 or Professor Roger Morris (Head School of Biomedical Science) roger.morris@kcl.ac.uk +44 (0)20 7848 6963.

Closing date: 8 July 2013

Interview date will be scheduled for late July 2013

Please advise your referees that they may be contacted and asked to provide a reference at short notice.
Equal opportunities
King’s College London recognises that equality of opportunity and the recognition and promotion of diversity are integral to its academic and economic strengths. The following principles apply in respect of the College’s commitment to equality and diversity:

- To provide and promote equality of opportunity in all areas of its work and activity;
- To recognise and develop the diversity of skills and talent within its current and potential community;
- To ensure that all College members and prospective members are treated solely on the basis of their merits, abilities and potential without receiving any unjustified discrimination or unfavourable treatment on grounds such as age, disability, marital status, pregnancy or maternity, race, religion or belief, sex, sexual orientation, trans status, socio-economic status or any other irrelevant distinction;
- To provide and promote a positive working, learning, and social environment which is free from prejudice, discrimination and any forms of harassment, bullying or victimisation;
- To promote good relations between individuals from different groups.

Applicants with disabilities
King’s College London is keen to increase the number of disabled people it employs. We therefore encourage applications from individuals with a disability who are able to carry out the duties of the post. If you have special needs in relation to your application please contact the Human Resources Advisor responsible for the administration of the post.

Travel expenses
The College normally reimburses reasonable travel costs to and from interview within the United Kingdom. Regrettably, only limited contribution to travel costs for applicants from outside the UK may be available. Please contact the Head of Department before making your reservation.

Removal and relocation expenses
Removal and relocation expenses may be available to the successful applicant. These may include: legal & professional fees associated with the sale and purchase of residence; travel and hotel expenses relating to a weekend house hunting exercise in respect of the new appointee and spouse; reasonable expenses incurred when removing furniture and personal belongings; storage of furniture and personal belongings for up to one year; travel costs in respect of new appointee and family in transferring to a new place of residence.

Response
We very much regret that due to limited resources and the large number of applications we currently receive, we are only able to inform short listed candidates of the outcome of their application.

If you do not hear from us within four weeks of the closing date, please assume that you have been unsuccessful on this occasion. We would like to assure you, however, that every application we receive is considered in detail and a shortlist only drawn up after careful reference to a detailed person specification.

If therefore, your application is not successful, we hope that you will not be discouraged and will still apply for other suitable vacancies at King’s College London as and when they are advertised.

Thank you for your interest in King’s College London.
Further particulars

The College

King's College London is one of the top 30 universities in the world (2012/2013 QS international world rankings), the Sunday Times 'University of the Year 2010/11' and the fourth oldest in England. A research-led university based in the heart of London, it has more than 24,000 students (of whom nearly 10,000 are graduate students) from 150 countries and more than 6,100 employees.

King's has an outstanding reputation for providing world-class teaching and cutting-edge research. In the 2008 Research Assessment Exercise for British universities, 23 departments were ranked in the top quartile of British universities; over half of our academic staff work in departments that are in the top 10 per cent in the UK in their field and can thus be classed as world leading. The College is in the top seven UK universities for research earnings and has an overall annual income of nearly £525 million.

There are nine Schools of Study:
- Arts & Humanities
- Biomedical Sciences
- Dental Institute
- Dickson Poon School of Law
- Florence Nightingale School of Nursing & Midwifery
- Institute of Psychiatry
- Medicine
- Natural & Mathematical Sciences
- Social Science & Public Policy

King's has a particularly distinguished reputation in the humanities, law, the sciences (including a wide range of health areas such as psychiatry, medicine, nursing and dentistry) and social sciences including international affairs. It has played a major role in many of the advances that have shaped modern life, such as the discovery of the structure of DNA and research that led to the development of radio, television, mobile phones and radar. It is the largest centre for the education of healthcare professionals in Europe; no university has more Medical Research Council Centres.

King's College London, Guy's and St Thomas' NHS Foundation Trust (GSTT), King's College Hospital NHS Foundation Trust (KCH) and South London and Maudsley NHS Foundation Trust (SLaM) are part of the King's Health Partners Academic Health Sciences Centre, a pioneering global collaboration between one of the world's leading research-led universities and three of London's most successful NHS Foundation Trusts. King’s Health Partners (KHP) is committed to working cooperatively to create an internationally recognised centre of excellence which draws upon academic expertise in medical science, basic science, social science, law and humanities and brings together world leading research, education and clinical training and practice within an integrated environment. KHP hosts two National Institute for Health Research (NIHR) funded Biomedical Research Centres (BRCs). These NIHR centres and unit are specifically focused on enhancing the NHS clinical research environment, in order to accelerate the pace of translation of basic discovery science into experimental medicine and early phase clinical research. For more information about King’s Health Partners, visit: www.kingshealthpartners.org.

The School

The School of Biomedical Sciences is one of the larger Schools of King’s College London, with a turnover in excess of £50 million per annum. It has approximately 160 academic staff, 300 research and support staff, 350 postgraduate students and the School teaches approximately 2000 undergraduate students on a range of biomedical, medical, dental and other health-related programmes.

The School is based primarily at the Guy’s (London Bridge) and Waterloo Campuses, although significant activity is also located at St Thomas’ which, along with Guy’s, provides an important
clinical interface for research. All three campuses are located in proximity to each other on the vibrant South Bank, and to the Strand which is the parent campus of King’s. The facilities for teaching and research at the Guy’s and Waterloo Campuses have been greatly enhanced since 1998 through a capital investment programme of approximately £200 million, which has provided state of the art laboratories and a high quality learning environment.

Within the School, research divisions provide the focus for the organisation of research activity. The 2008 Research Assessment Exercise (RAE) confirms King’s eminent position in the ‘golden triangle’ of research-intensive universities in London and Oxbridge.

Using the ‘research power’ analysis*, where the average point score for each unit of assessment in the RAE is multiplied by the total number of full-time equivalent staff entered, some 70 per cent of King’s submissions in biomedical sciences subjects are in the country’s top six.

Similarly, the School’s taught provision, delivered by academic Departments, is consistently rated highly through NSS and other external parameters. The Chemistry Department functions as both an academic Department delivering teaching, and a Research Division delivering chemical research.

SCHOOL OF BIOMEDICAL SCIENCES

ACADEMIC DEPARTMENTS
- Anatomy & Human Sciences
- Biochemistry & Molecular Genetics
- Chemistry
- Forensic Science
- Medical Physiology
- Neuroscience
- Pharmacology & Therapeutics

RESEARCH DIVISIONS
- Analytical and Environmental Sciences
- Chemistry Department
- MRC Centre for Developmental Neurobiology
- Institute of Pharmaceutical Sciences
- Randall Div Cell & Molecular Biophysics
- Wolfson Centre for Age-Related Diseases

There is a strong collaborative ethos within the School and more broadly at King’s, including some joint academic appointments with the Schools of Natural and Mathematical Sciences, Medicine (and hence the College’s partner NHS Trusts via King’s Health Partners) and the Institute of Psychiatry. These interactions foster multidisciplinary research particularly in photonics and its applications in bioimaging, bioinformatics, medical imaging and neurosciences.

The Department of Chemistry  
[http://www.kcl.ac.uk/biohealth/research/divisions/chemistry/index.aspx](http://www.kcl.ac.uk/biohealth/research/divisions/chemistry/index.aspx)

Chemistry is a new Department within the School of Biomedical Sciences, formed in 2012 as a focus for both the wide range of existing academic chemistry activity contributing to other parts of the College, and to seed further development of chemistry teaching and research. Its primary role is to champion the discipline, resourcing and teaching of Chemistry at King’s, by leading with its own research and teaching. A central philosophy is the connectivity of the core Department with the large number of affiliate chemists based in other Divisions and Schools (Medicine, Natural and Mathematical Sciences, Dental Institute, Institute of Psychiatry) that engenders close interdisciplinary collaboration and showcases the connections between chemistry and other sciences and medicine. In addition to chemistry researchers already established at King’s, seven new internationally excellent academic staff were recruited in 2012, with four additional joint appointments with other research Divisions. Further expansion is expected in coming years. The new Department has a strong chemical biology theme that draws upon traditional components of chemistry. Chemistry research at King’s is supported by major programme grants from the UK Research Councils, the EU, charities and industry.
The Department is the home of a new 4 year undergraduate course, the MSci in Chemistry with Biomedicine, [http://www.kcl.ac.uk/biohealth/research/divisions/chemistry/study/undergrad.aspx](http://www.kcl.ac.uk/biohealth/research/divisions/chemistry/study/undergrad.aspx) which admitted its first students in September 2012. The programme has been designed to impart a rigorous theoretical and experimental understanding of chemistry, delivered within the context of biomedical applications. Students will gain a thorough chemical education plus a perspective on, and experience of, diverse practical applications of chemistry that lays down a basis for a flexible, interesting career, particularly at the interface of chemistry and biomedicine.

The Department will expand as student intake grows, building on these strong foundations by securing research funding and building its teaching reputation. Its research activity is based at Britannia House, acquired for the purpose and occupied by Chemistry from early 2013.

The Post

King’s new Department of Chemistry has recruited an outstanding group of international chemists who are excited, and well suited, to restore a Chemistry Department that champions excellence in chemistry research and teaching, while also embedding it in the very wide range of biomedical research at King’s. The department, and degree course, have started well, and are now at the stage where they would benefit from the leadership of a staff member with significant experience of UK university education. King’s is therefore seeking an academic chemist with good experience of running UK chemistry courses to guide and mentor the Department in designing and delivering, and themselves lead in teaching, the new MSci Chemistry with Biomedicine course. [http://www.kcl.ac.uk/biohealth/research/divisions/chemistry/study/undergrad.aspx](http://www.kcl.ac.uk/biohealth/research/divisions/chemistry/study/undergrad.aspx)

Applications from academics who maintain a funded research laboratory of international standard will be welcome. The role could also be suitable for an experienced chemist who is looking to wind down their research, and is able to provide a more active lead in teaching. For the former, initially while the department and MSci course is established, at least 50% of the applicant’s time will be required for teaching in the wider sense (curriculum design, delivery, examination and pastoral care) that should reduce within 3-5 years towards the 30:70 split of teaching and research that is the norm for our academics. For applicants not looking to fund their own independent research labs, their major commitment would be to teaching, although collaborating with existing PI’s including student project supervision would be encouraged.

Job description

<table>
<thead>
<tr>
<th>Post title</th>
<th>Senior Lecturer or Reader of Chemistry</th>
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<tbody>
<tr>
<td>Department/Division/ Directorate</td>
<td>Chemistry</td>
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<tr>
<td>Responsible for</td>
<td>Leading undergraduate teaching within the Department of Chemistry</td>
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<tr>
<td>Responsible to</td>
<td>Head of Department of Chemistry</td>
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</table>

**Role purpose**

- For an academic chemist with substantial experience of running UK chemistry courses to guide and mentor new academics of the Department in designing and running the new MSci Chemistry with Biomedicine course, and contribute fully to delivering the course.

- The postholder will maintain their own funded, internationally competitive research laboratory in chemistry or related areas, except if they are an experienced chemist who is winding down their research and able to devote more time to the teaching and its management.
Role outline

Key responsibilities and objectives of the job.

- To lead teaching of the 4 year undergraduate MSci Chemistry with Biomedicine course within the Department of Chemistry.
- This will involve overall supervision of curricular design and delivery, and mentoring the teaching of junior staff, where possible ensuring it synergises with their research.
- To lead by example with high quality, innovative teaching and management of this course.
- The post-holder will normally be expected to fund and direct their own research laboratory to pursue some aspect of chemistry at international standard, unless they are more experienced and are looking to wind down their research, and can devote more time to teaching.

Key objectives

Key outputs (results) and responsibilities of the job.

a. Research

- Perform research within the broad field of chemistry, and develop a research team
- Publication of high impact research papers that contribute to the School’s research record and the further advancement of the discipline/profession.
- Secure research funding through peer reviewed grant applications or industrial collaborations to support a substantial programme of research.
- Develop and strengthen links with other scientists in the appointee’s area of expertise and with external bodies to promote research and to secure funding.
- Lead an internationally competitive and recognised research group
- Lead on or contribute to development of a collaborative research strategy with the object of obtaining major research funding

b. Teaching

- Deliver lectures, tutorials and practical classes for undergraduate and postgraduate courses as required by the head of department.
- Assist with setting and marking examinations, as required.
- Act as module co-ordinator as required.
- Attend examiners’ meetings as required.
- Supervise and train research students at undergraduate and postgraduate level.
- Lead and develop new or existing teaching modules
- Contribute to the development of the Department’s learning and teaching strategy and development of new programmes to attract high quality students

c. Administration

- Carry out teaching and/or research administrative duties as required.
- Represent the School on College and University Committees as required.
- Take on responsibility for a key Departmental or School function (e.g. programme advisor, senior tutor)

d. Professional activities

- Undertake appropriate professional duties, such as serving on the scientific committees of conferences, editorial boards of journals, grant funding committees, and involvement in professional bodies and learned societies.

Communication & networking

- Effective communication with colleagues to disseminate research outcomes and expertise in novel experimental techniques.
- Attendance at and participation in Divisional research seminars and other relevant meetings.
- Attendance and data presentation at national and international meetings
- Participation in relevant teaching organisation meetings
Decision making, planning & problem solving
- Participate in teaching department activities and planning as required.
- Independent development and implementation of a research programme.
- Contribute to development of research and teaching strategies within the Department, Division and the School as a whole

Analysis & research
- Utilise cutting edge technical and subject knowledge to lead a successful research team

Team work, teaching & learning support
- Teach undergraduate and postgraduate courses as agreed with the Head of the department and assist in setting and marking examinations
- Supervise and train research students at undergraduate and postgraduate levels.
- Develop innovative teaching methods and practice in consultation with departmental peer support/review.
- Contribute to development of learning and teaching strategies at Department, School and College levels.

Sensory/physical demands & work environment
- Ensure compliance with local health and safety regulations and implement and maintain safe work practices.

Pastoral care
- Act as personal tutor to allocated undergraduate and/or postgraduate students
- Mentor research students working with post holder
- Mentor new academic staff
- Act as senior tutor/advisor to undergraduate and postgraduate students as requested

Specific Aspects - indicate frequency D (daily), W (weekly), M (monthly) where applicable:

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<tr>
<th>Activity</th>
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<td>Intensive Display Screen Equipment work (eg. data entry or digital microscopy):</td>
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<td>Heavy manual handling:</td>
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<td>Highly repetitive tasks (eg. pipetting or re-shelving books):</td>
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<td>Shift work, night work or call-out duties:</td>
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<td>Work involving risk of exposure to environmental or human pathogens (eg. in waste streams or soils):</td>
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<td>Driving vehicles on College business:</td>
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<td>Work at height (eg. ladders, scaffolds etc)</td>
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<td>Direct patient contact involving exposure prone procedures (EPP):</td>
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<td>Direct patient contact, no EPP</td>
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<td>Work with patient specimens (eg. blood or tissue samples):</td>
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<td>Work with GM organisms or biological agents that may pose a hazard to human health:</td>
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<td>Hazards which require health surveillance eg. respiratory sensitisers (allergens, substances with risk phrase R42, wood dust etc) or loud noise:</td>
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<td>Food handling or preparation:</td>
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<td>Work in confined spaces (eg. sump rooms, etc)</td>
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Organisational chart
Teaching lead within the Department of Chemistry reports to Head of Department of Chemistry who reports to the Head of the School of Biomedical Sciences.

Special requirements
- You will be required to work irregular hours in accordance with the needs of the role.
• Information of a confidential nature must be kept strictly confidential and should never be disclosed either inside or outside work. It should be noted that breach of confidentiality is a serious offence which may lead to dismissal.

General
All staff are expected to adhere to King’s policies and procedures.

Date
May 2013

Please note
This job description reflects the core activities of the role and as the College and the post-holder develop there will inevitably be changes in the emphasis of duties. It is expected that the post-holder recognise this and adopt a flexible approach to work and be willing to participate in training.

If changes to the job become significant, the job description should be reviewed formally by the post-holder and line manager. The Human Resources department should then be consulted as to the implications of the proposed changes.
Eligibility to work in the United Kingdom

International applications will be considered for this position. If you do not have permission to enter, remain and work in the United Kingdom you will need to pass a points-based immigration assessment. Before you apply for this job you must ascertain whether you have sufficient points to qualify under Tier 1 (Post study work) and/or Tier 2 (General) schemes. If you do not have sufficient points please do not apply as you will not be granted permission to enter the United Kingdom. Click on the following link to the points calculator: Border & Immigration Agency Points-based calculator.

At the interview you will be asked to furnish the panel with the details of the route (Tier 1 (Post study work) and/or Tier 2 (General) you would be eligible to follow. Please note that should you have sufficient points this does not mean your application will be successful. In the event your application is successful there is no guarantee that your application for a visa will be granted, in which event the offer will be withdrawn.

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<td>PhD in chemical/molecular subject</td>
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<td>University teaching qualification or equivalent relevant experience recognized by the Higher Education Academy</td>
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<td>Management and motivational skills</td>
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<td>Subject knowledge needed for undergraduate and taught postgraduate teaching contribution</td>
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<td>Knowledge of academic teaching quality control</td>
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<td>Ability to work well in a multidisciplinary team and to share and encourage good teaching and research practice.</td>
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<td>Evidence of external recognition of expertise.(e.g. grant reviewing, invitation to speak at conferences)</td>
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<td>Ability to translate knowledge to other systems to maximise research synergies</td>
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<td>Excellent communication skills</td>
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<td>Experience</td>
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<td>Successful design, management and teaching of undergraduate chemistry courses in a UK university</td>
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<td>Mentoring of staff early career development</td>
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<td>Successfully directed and funded a chemistry research laboratory</td>
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<td>Track record of publications in high impact journals in chemistry</td>
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<td>Evidence of obtaining peer reviewed grants</td>
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<td>Networking at national and international level in academic subject area</td>
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<td>Personal characteristics/other requirements</td>
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<td>Ability to take individual responsibility for planning and undertaking</td>
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<td>Own work, according to academic and scientific deadlines.</td>
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<td>Flexible and adaptable.</td>
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<td>Excellent interactions with students, research staff and fellow academics.</td>
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<td>Commitment to teach chemistry to undergraduate and postgraduate students.</td>
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<td>Leadership and motivational skills</td>
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<td>Initiative and motivation to build, grow, innovate</td>
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<td>Evidence of persuasion</td>
<td>✓</td>
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1 There are two classifications – Tier 1 (Post study work) and Tier 2 (General). Highly skilled migrants are encouraged to apply under the Tier 2 route, however this is dependent on King’s College London at its sole discretion issuing you with a Certificate of Sponsorship.
## Person specification Reader

**Eligibility to work in the United Kingdom**

International applications will be considered for this position. If you do not have permission to enter, remain and work in the United Kingdom you will need to pass a points-based immigration assessment. Before you apply for this job you must ascertain whether you have sufficient points to qualify under Tier 1 (Post study work) and/or Tier 2 (General) schemes. If you do not have sufficient points please do not apply as you will not be granted permission to enter the United Kingdom. Click on the following link to the points calculator: [Border & Immigration Agency Points-based calculator](#).

At the interview you will be asked to furnish the panel with the details of the route (Tier 1 (Post study work) and/or Tier 2 (General) you would be eligible to follow. Please note that should you have sufficient points this does not mean your application will be successful. In the event your application is successful there is no guarantee that your application for a visa will be granted, in which event the offer will be withdrawn.

### Criteria

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<th>Education/qualification and training</th>
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<tbody>
<tr>
<td>PhD in chemical/molecular subject</td>
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<td>University teaching qualification or equivalent relevant experience recognized by the Higher Education Academy</td>
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<td>Management and motivational skills</td>
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<td>Subject knowledge needed for undergraduate and taught postgraduate teaching contribution</td>
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<td>Knowledge of academic teaching quality control</td>
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<td>Ability to work well in a multidisciplinary team and to share and encourage good teaching and research practice.</td>
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<td>Evidence of external recognition of expertise.(e.g. grant reviewing, invitation to speak at conferences)</td>
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<tr>
<td>Ability to translate knowledge to other systems to maximise research synergies</td>
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<td>Excellent communication skills</td>
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<tbody>
<tr>
<td>Successful design, management and teaching of undergraduate chemistry courses in a UK university</td>
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<tr>
<td>Mentoring of staff early career development</td>
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<td>Successfully directed and funded a chemistry research laboratory</td>
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<tr>
<td>Track record of publications in high impact journals in chemistry</td>
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<td>Networking at national and international level in academic subject area</td>
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<td>Personal characteristics/other requirements</td>
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<td>Ability to take individual responsibility for planning and undertaking own work, according to academic and scientific deadlines.</td>
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<td>Flexible and adaptable.</td>
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<td>Excellent interactions with students, research staff and fellow academics.</td>
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<td>Leadership and motivational skills</td>
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<td>Initiative and motivation to build, grow, innovate</td>
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<td>Evidence of persuasion</td>
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There are two classifications – Tier 1 (Post study work) and Tier 2 (General). Highly skilled migrants are encouraged to apply under the Tier 2 route, however this is dependent on King’s College London at its sole discretion issuing you with a Certificate of Sponsorship.
Summary of terms and conditions of service

This appointment is made under the King’s College London Terms and Conditions of Service for Non-Clinical Academic staff, a copy of which is available from the Human Resources department on request.

Period of Appointment  Indefinite contract
Probation             Not applicable
Salary                The appointment will be made, dependent on relevant qualifications, at a salary level settled by negotiation with a minimum salary of £47,314 plus £2,323 London allowance per annum.
Annual leave          27 working days. Staff receive four additional closure days. Notification as to how these days are taken is circulated at the start of the academic year.

Superannuation
This appointment is superannuable under the USS pension scheme. Staff already superannuated under the NHS Superannuation Scheme may opt to remain in that scheme provided they fully satisfy the terms of the Medical School Employment (Superannuation) Direction 1993 and provided an application to do so is received by the NHS scheme trustees within three months of appointment to King’s College London. Alternatively staff may opt to participate in SERPS or take out a personal pension. Please note that the College does not provide an employer’s contribution towards a private pension plan.

The College operates PensionsPlus by which individuals increase their take home pay by reducing their NI contributions. Staff who join the USS pension scheme will automatically be entered into PensionsPlus (provided you would benefit from doing so). As a result your salary will be reduced so that you receive the PensionsPlus salary and a payment is made into your pension scheme instead.

NB - NHS Superannuation Scheme: Medical Schools are classed as “Direction Employers” and some benefits of the NHS Scheme are not available to Direction members.

For further information please contact Ms Pauline Job, Payroll & Pensions Manager, King’s College London, James Clerk Maxwell Building, 57 Waterloo Road, London SE1 8WA.

Medical
Some appointments to King’s are subject to Occupational Health clearance. Should you be offered this post and health clearance is required you will be sent an Occupational Health Questionnaire along with your contract of employment. When the Occupational Health Department have evaluated your questionnaire and declared that you are fit for appointment, your appointment will be formally confirmed.

Confidentiality
In the course of your work you may have access to personal or confidential information which must not be disclosed or made available to any other person unless in the performance of your duties or with specific permission from your Head of School/Department/Division. (In particular if your work involves the handling of clinical samples and/or patient data, NHS policies for the maintenance of security and confidentiality of NHS systems and data must be observed). Breaches in confidentiality may lead to disciplinary action.

Training and Education
King’s College London recognises the importance of training in achieving its objective of pursuing excellence in teaching, research and clinical practice through the activities of its staff. We are committed to providing training for all members of staff so that they can perform their jobs effectively and offering them opportunities for further development. Most training and development will occur "on the job" and formal training opportunities are also available within King’s College London associated hospitals trusts and through other external organisations.
All members of staff with teaching responsibilities are encouraged to obtain formal recognition of their professional expertise in teaching. It is the normal expectation that staff new to teaching in higher education will register for the Post Graduate Certificate in Academic Practice (PGCAP) unless they already possess a teaching qualification in higher education. The PGCAP is taught and managed by the King’s Learning Institute (KLI); information about the certificate and other programmes run by KLI can be found in their web site www.kcl.ac.uk/kli

No Smoking Policy
King’s College London is committed to maintaining a healthy environment for staff, students and visitors. Therefore, please note that smoking is not permitted in any of the College buildings or in College vehicles. Smoking is also not permitted immediately outside the entrances to College buildings or near to windows and air intake units. Staff working at associated NHS trust sites or other premises should adhere to whatever policy is in place at these locations.