
MIT Job Description

Job Title: Lecturer	Position Title: Lecturer
Reports to:	% Effort or Wkly Hrs:100%
Department: Chemical Engineering	Prepared by: Brian Tavares
Date: April 6, 2018	

Position Overview:

Lecturer: staff member who coordinates with faculty to add to the flexibility of teaching and scheduling in the Department of Chemical Engineering. This involves participation in teaching primary sophomore and senior core courses with the Department's Senior Lecturer and participation in lab and introductory courses. The position requires a broad knowledge base in core areas of Chemical Engineering, strong laboratory and teaching skills, independent writing of laboratory instructional material, excellent teaching skills at the undergraduate level, and the ability to thrive in a team-based environment. The role includes providing lab support, engaging new teaching and learning methods, as well as being a champion for the evolving maker community at MIT.

Principal Duties and Responsibilities (Essential Functions):**

- Add to the flexibility of teaching and scheduling in the Department
- Participate in teaching primary sophomore and senior core courses (complement Senior Lecturer's efforts in 10.10 and/or 10.490)
- Participate in lab courses (10.26/27/29 or intro classes such as 10.00)
- Engage new teaching and learning methods
- Work with students to evaluate their laboratory experience and to propose improvements in line with their concerns
- Responsible for innovating new course content or course revision, and might be involved in design or management of maker facilities in the Department.
- Maintain office hours for student support outside of laboratory and classroom hours
- Other duties as needed or required.

Supervision Received:

This position reports to the Department Head and Executive Officer of the Chemical Engineering Department.

Supervision Exercised:

Will supervise TAs as assigned to supported courses

Qualifications & Skills:

Upper-level training in Chemical Engineering. Bachelor's degree in Chemical Engineering required, and M.S. or PhD level is highly desirable; prior teaching experience with strong communications skills. Ability to lecture introductory and intermediate chemical engineering courses such as heat, mass and energy balances or chemical engineering thermodynamics, as well as maintain a laboratory focus relevant to introductory or upper level design labs; strong laboratory skills as related to basic chemistry, chemical and biochemical engineering, bioreactors for pharmaceutical, energy, and other current chemical engineering applications; proficiency with instrumentation and software used for laboratory data analysis and content delivery; and strong communication and interpersonal skills to facilitate safe exploration of lab concepts by undergraduate students. Strong organizational and interpersonal skills and the ability to work well in teams highly desired.

Job Number: 16036

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** To comply with regulations by the American with Disabilities Act (ADA), the principal duties in job descriptions must be essential to the job. To identify essential functions, focus on the purpose and the result of the duties rather than the manner in which they are performed. The following definition applies: a job function is essential if removal of that function would fundamentally change the job.