

## JOB DESCRIPTION

<b>Job Title:</b>	Lecturer in Accounting or Finance	<b>Grade:</b>	AC2
<b>Department:</b>	Accounting and Finance	<b>Date of Job Evaluation:</b>	March 2017
<b>Role reports to:</b>	Head of Department		
<b>Direct Reports</b>	None		
<b>Indirect Reports:</b>	None but overseeing large academic teams as course leader and potentially as a programme leader.		
<b>Other Key contacts:</b>	Students, academic and administrative colleagues, employers		
This role profile is non-contractual and provided for guidance. It will be updated and amended from time to time in accordance with the changing needs of the University and the requirements of the job.			

### **PURPOSE OF ROLE:**

This post is for those who are looking to embark on an academic career in Accounting or Finance and have some experience of conducting high quality research and teaching on postgraduate and undergraduate programmes in these areas. The role will focus on delivering high quality education in a variety of formats, and expanding the department's activities in both education and research. The person appointed will be expected to support the delivery of teaching, and to participate in the research carried out in the department.

You will also contribute more widely to the design and delivery of teaching activities across the range of courses offered by the department. This teaching will reflect your own subject interests and be appropriate for the needs of a diverse student body. Teaching will focus on one or several of the areas: of a) management and cost accounting, b) financial accounting, tax and audit, c) financial and risk management and d) financial markets and institutions.

Subject to negotiation with the Head of Department, a proportion of duties may involve teaching at overseas partners in China and in other countries in the same region (e.g. Vietnam).

You will be expected to engage in research and advanced professional practice (such as consultancy) in order to enhance and inform your teaching and contribute to the wider academic and business communities. As a member of the department the post holder will endeavour to enhance its reputation for scholarship, quality and innovation through collegiate support for its activities and by contributing to the generation of new ideas. Ideally you will have an interest in developing your research agenda and publications in the areas of Corporate Governance, Risk Management, Financial Regulation, Performance Management, Financial Management or the related broad area of governance, risk and accountability.

The department plays a leading role in the school's enterprise, consultancy and employer engagement initiatives, and knowledge of developing new educational markets, and

exploiting research opportunities are important.

## **KEY ACCOUNTABILITIES:**

### **Team Specific:**

To work with and through teams of academic colleagues and supportive employers to deliver high quality learning to a diverse range of students in accordance with University regulations and agreed School and individual standards and key performance indicators. To work proactively on specific research topics aligned to your own and the department's research interests.

To work with other academics to support the development of new courses, programmes and learning experiences in the department's discipline areas, sharing best practice across the Business School and University.

To work with other academics and the administrative teams to deliver excellent student care.

To maintain effective, high quality and productive working relationships with employers and professional bodies.

### **Generic:**

#### **Teaching and Professional Practice**

To undertake teaching in Accounting or Finance, as determined by the Head of Department and based on the candidate's expertise, to keep abreast of developments within this discipline and seek continuous improvement of your own professional practice.

#### **Scholarship and Consultancy**

To participate in the research of the department, maintaining high professional standing in your discipline and developing your own scholarly profile, including a programme of high quality research disseminated primarily in refereed academic journals.

#### **School and University Systems**

To efficiently implement approved policies, guidelines and standard operating procedures in relation to academic duties, including the maintenance of student records, course co-ordination, personal tutoring and assessment.

#### **Student Care**

To maintain an overview of the welfare, progression, examination and assessment of allocated students.

#### **Managing Self**

Maintain a professional presentation of self at all times through effective communications skills, good time management and caring attitude to students. Ability to work effectively and deliver under pressure.

#### **Core Requirements**

- Commitment to key strategic priorities of the School and University
- Ability to travel within the SE London area and North/North East Kent, as the School may offer continuous professional development courses at other

University Campuses or on an in-company basis

- Adhere to and promote the University's Equality and Diversity policies and information security
- Ensure compliance with Health & Safety regulations
- Support and promote the University's Sustainability policies, including the Carbon Management Plan, and carry out duties in a resource efficient way, recognising the shared responsibility of minimising the university's negative environmental impacts wherever possible.

**Additional Requirements:**

- Ability to travel internationally to deliver teaching at various partner institutions, mainly in South East Asia, is desirable and would give a suitable candidate a distinct advantage.

**KEY PERFORMANCE INDICATORS:**

Performance Indicators will be established in consultation with the Head of Department as part of the post-holder's annual Appraisal and Professional Development Review.

**KEY RELATIONSHIPS (Internal & External):**

- Students
- Academic colleagues
- Employers and Local business practitioners
- Head of Department
- School administrative staff
- Research community in area of subject specialism
- Teaching community in areas of best practice

**PERSON SPECIFICATION**

<b>Essential</b>	<b>Desirable</b>
<p><b>Experience</b></p> <ul style="list-style-type: none"> <li>• Research and other scholarly activities in the field of Accounting or Finance</li> <li>• Or professional experience of industry and business practice in Accounting and Finance</li> </ul> <p><b>Skills</b></p> <ul style="list-style-type: none"> <li>• High level interpersonal skills</li> <li>• Good organisational skills</li> </ul>	<p><b>Experience</b></p> <ul style="list-style-type: none"> <li>• Teaching all of a course as course leader</li> <li>• Course development</li> <li>• Research projects</li> <li>• Experience of creative and imaginative use of VLE's ( e.g. Moodle) and learning simulations</li> <li>• Research or professional experience of risk management, corporate governance or financial services</li> </ul> <p><b>Skills</b></p> <ul style="list-style-type: none"> <li>• Experience working in industry, commerce or the public service outside</li> </ul>

<ul style="list-style-type: none"> <li>• Published research in the field or active in consultancy</li> <li>• High level of IT Skills</li> </ul> <p><b>Qualifications</b></p> <ul style="list-style-type: none"> <li>• Masters qualification in Accounting and Finance or a related discipline</li> <li>• Or equivalent Professional Accounting/Financial Qualification (ACA, ACCA, CIMA, CFA, CTM, ACIB, etc.)</li> <li>• Studying towards PhD or PhD completion.</li> </ul> <p><b>Personal attributes</b></p> <ul style="list-style-type: none"> <li>• We are looking for people who can help us deliver the values of the University of Greenwich</li> </ul>	<p>academia</p> <ul style="list-style-type: none"> <li>• Professional presence and the ability to inspire</li> </ul> <p><b>Qualifications</b></p> <ul style="list-style-type: none"> <li>• Ph.D. in Accounting or Finance or related subject</li> <li>• Postgraduate teaching qualification, significant teaching experience with demonstrable continuous professional development or significant professional experience where dissemination of information through teaching and training is a key aspect</li> </ul> <p><b>Personal attributes</b></p> <ul style="list-style-type: none"> <li>• N/A</li> </ul>
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