

JOB DESCRIPTION

Job Title:	LECTURER/SENIOR LECTURER IN INTERNATIONAL BUSINESS	Grade:	AC2 – AC3
Department:	International Business and Economics	Date of Job Evaluation:	November 2016
Role reports to:	Head of Department		
Direct Reports	None		
Indirect Reports:	None		
Other Key contacts:			
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 intended for those who wish to embark on an academic career conducting quality research and lecturing on postgraduate and undergraduate programmes in the area of international business. The International Business and Economics Department is seeking candidates able to contribute towards plurality in theoretical and methodological approaches in international business. The successful candidate is expected to have a strong interest toward the study of Multinational Enterprises (MNEs) and their strategies, the management of their cross-border operations, and the external forces shaping them, ideally but not exclusively through the use of advanced quantitative methodologies.

Particular consideration will be given to candidates able to contribute to the work of one of the Department's major research groups: the Centre for Business Network Analysis (CBNA), Public Services International Research Unit (PSIRU) or the Greenwich Political Economy Research Centre (GPERC).

The person appointed will be expected to contribute to existing teaching and help in the development of new courses. There is a strong emphasis on, and support for, research and enterprise activity, including participation in projects jointly launched by other members of the Department and Faculty.

AC2 (Lecturer)

Contributing at a course and cognate subject level in teaching and research including:

- developing course materials for teaching and learning at undergraduate and potentially postgraduate levels
- working as part of a small team in delivering courses as part of a programme
- undertaking research and publication alongside other scholarly activity and personal development in your subject area

- providing effective communication of complex ideas in a range of academic situations

AC3 (Senior Lecturer)

In addition to AC2 above, take a key role in shaping and co-ordinating aspects of the department's work in research and teaching at a programme level, across groups of courses including:

- acting as a course leader on one or more courses
- leading a small team developing new course structures as part of programme development
- mentoring and supporting team members in research, teaching and learning situations
- being an effective communicator across a programme team
- developing, employing and disseminating innovation teaching and assessment techniques at undergraduate and postgraduate levels
- managing and providing administration support for programmes under the University's Learning and Quality structures

KEY ACCOUNTABILITIES:

Team Specific:

- To work with a team of other academics to deliver high quality teaching to a diverse range of students.
- To work with other academics on specific research topics aligned to the individual's research interests.
- To work with other academics on the development of research bids.
- To work with other academics on the development of new courses and programmes in the department's discipline areas.
- To work with other academics and the administrative teams to deliver excellent student care.

Generic:

Teaching and Professional Practice

To undertake teaching in international business and/or related specialisms as determined by the Head of Department, to supervise undergraduate and postgraduate dissertations, MPhil/PhD theses as required, to keep abreast of developments within this discipline and seek continuous improvement of their professional practice.

Scholarship and Consultancy

To maintain high professional standing in their discipline and to develop further their own scholarly profile, including a programme of high quality research, disseminated primarily in refereed academic journals.

Faculty and University Systems

To efficiently implement approved policies, guidelines and standard operating procedures in

relation to their 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. Take an active role in developing students' employability skills.

Managing Self

Maintain a professional presentation of self at all times through effective communication 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 Faculty and University
- Mobility within the SE London area and North/North East Kent, as the Faculty may offer continuous professional development courses at other University Campuses and/or on an in-company basis
- Adhere to and promote the University's policies on Equality and Diversity 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:

N/A

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):

Academic colleagues
Head of Department
Faculty administrative staff
Research community in area of subject specialism
Teaching community in areas of best practice
Practitioners in subject specialism

PERSON SPECIFICATION

Essential

Desirable

<p>Experience</p> <ul style="list-style-type: none"> Published research and other scholarly activities in the field of international business or a related discipline. <p>Skills</p> <ul style="list-style-type: none"> Well-developed interpersonal skills and ability to motivate others Well-developed communication skills Well-developed organisational skills Well-developed IT skills <p>Qualifications</p> <ul style="list-style-type: none"> PhD in International Business, Management or a related area Masters in International Business, Management or a related area PGCE (or equivalent, including HEA qualifications) or willingness to work towards one <p>Personal attributes</p> <ul style="list-style-type: none"> We are looking for people who can help us deliver the values of the University of Greenwich: Excellence, Determination, Inclusivity, Ambition and Creativity 	<p>Experience</p> <ul style="list-style-type: none"> Teaching all or a significant part of a course. Securing external research funding Managing research projects Specialist knowledge able to contribute to one or more of the Faculty's research groups. <p>Skills</p> <ul style="list-style-type: none"> Proficiency with quantitative (e.g. STATA, R), qualitative (e.g. NVIVO, MAXQDA), and/or network analysis (e.g. UCINET, RSiena) software <p>Qualifications</p> <ul style="list-style-type: none"> N/A <p>Personal attributes</p> <ul style="list-style-type: none"> N/A
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