



UNIVERSITY OF LINCOLN
JOB DESCRIPTION

JOB TITLE	Senior Lecturer in Tourism and Events Management				
DEPARTMENT	Lincoln Business School				
LOCATION	Brayford				
JOB NUMBER	CSS027	GRADE	8	DATE	April 2013
REPORTS TO	Head of Department				

CONTEXT

The University of Lincoln is an ambitious institution becoming a top 50 University in 2012. Its strategy is to combine outstanding research with research-engaged teaching and learning, and practice useful to the wider community. This post is located within Lincoln Business School, part of the College of Social Science.

The Lincoln Business School, which in December 2010 moved into a newly customised building located on the stunning modern campus in the heart of the historic city of Lincoln, is culturally diverse, internationally minded, and committed to providing an educational experience that enhances employability and enables people and businesses to create successful and responsible futures.

With outstanding scores in the 2011/2 National Student Survey, including first place nationally in Accounting, a top 5 for Tourism for 2 years running, recording a ranking of 46/112 for Business Studies in the 2012 *Times* Good University Guide and 35/112 for Business and Management Studies in the 2012 *Guardian* University Guide, the School is playing a lead role in helping the University achieve its key strategic priorities.

The continued success of the School will be driven by its academic community. Its high quality undergraduate programmes are evolving to enhance research-engaged education. It has introduced Masters level programmes for international and European students. The School is expanding its external income generation through corporate and professional programmes in the new Lincolnshire Leadership and Management Centre, which is located in the School, as well as through funded research, consultancy and international student recruitment.

The Lincoln Business School is ambitious to build on its achievements in the 2008 RAE and its large doctoral programme by raising the standard of research output, increasing the number of research-active staff and making explicit the impact of its research on business and society.

JOB PURPOSE

General

To work with colleagues on curriculum development and the advancement of relevant discipline areas within the University

To plan, design and deliver teaching within programmes in relevant discipline areas

To undertake student tutoring and support

To contribute to the research profile of the Department

To carry out other activities in support of the academic work of the department

Specific to this post upon appointment:

The postholder will join the academic team in Tourism and Event Management.

You will be a student-centred team-player who can contribute to research and enterprise activities and postgraduate and undergraduate teaching, in such areas as: Sponsorship and Corporate Hospitality; Event Management; Strategic Management of Tourism & Events; Operational Management of Tourism and Hospitality Services; Visitor Experience and Culture and Heritage Attractions or; Tourism Service and Hospitality Management.

The tourism team runs a range of successful programmes including BA (Hons) in International Tourism Management, and BSc (Hons) Events Management, MSc Hospitality and Tourism Services Management and MSc International Tourism and MSc Events Management. MSc International Tourism and MSc Hospitality and Tourism Services Management have also been validated for distance delivery from 2013. The team also contribute to the Business School doctoral programme and supervise several PhD students.

The Tourism Subject group has a track record of successful course design, student recruitment and innovative teaching, as manifest in consistently high NSS scores. Our approach to Tourism and Events education is firmly routed in academic scholarship and the social sciences

KEY RESPONSIBILITIES

The responsibilities of a Senior Lecturer are wide ranging and may change over time according to the development needs of the department and the individual. In general a Senior Lecturer can expect to undertake any of the following:

Teaching and Learning Support

- To engage in teaching on undergraduate and/or postgraduate level programmes as determined by the Head of Department. The range of teaching duties may change from time to time.
- Take responsibility for the design, content and delivery of specific areas of teaching and learning and for the quality of teaching delivered.
- Ensure that teaching content is appropriately informed by current research and advanced scholarly activity
- Collaborate with colleagues in the continuous review and development of the Department's programmes
- Work in accordance with University policies and procedures to undertake assessment of students' work and give feedback.

Research and Scholarly Activity

- Make a contribution to the research profile of the Department, School or College and pursue a personal research programme consistent with the Department's research priorities
- Have sufficient outputs to be returned in the REF at agreed minimum standards inclusive of complex circumstances.
- Collaborate in research activities and initiatives with colleagues in and beyond the department.
- Engage in subject professional and pedagogy research as required to support teaching activities.
- Ensure that outcomes of research and scholarly activity are appropriately disseminated in peer reviewed outlets
- Apply for grant funding and manage, as appropriate, any grants which are secured.
- Supervise and manage research projects if required

Liaison and Networking

- Establish contacts within the wider community; disseminate knowledge through public activities which enhance the reputation of the Department, School or College.
- Participate in academic activities with industry and other external partners
- Maintain and develop links with relevant professional bodies and academic groups

- Represent the Department or College on appropriate external bodies
- Take part in relevant internal boards, committees and working groups at College or University level as required
- Liaise with subject librarians, central timetabling and other services to ensure resources available are appropriately deployed.

Team Working

- Act as a responsible team member, leading modules or programmes and co-ordinating the work of others to identify and respond to student needs.
- May be expected to supervise the work of others and/or participate in peer observation of teaching

Student Support

- Act as academic tutor to students as allocated by the Head of Department and act as first line contact for them for advice and support on academic matters, ensuring that students are directed to relevant support services when necessary.
- Supervise research degree students as appropriate
- Supervise student projects and placements as appropriate

Other

- Carry out specific departmental roles and functions as may reasonably be required – these being equitably distributed across the academic staff
- Assist in student recruitment activities, including interviews, open days and external recruitment events
- Engage in appropriate training programmes in the University
- Actively follow and promote University policies
- Participate in the staff appraisal scheme

In addition to the above, undertake such duties as may reasonably be requested and that are commensurate with the nature and grade of the post.

ADDITIONAL INFORMATION

Scope and dimensions of the role

Candidates without a formal teaching qualification will be expected to undertake a teaching qualification whilst in post.

Key working relationships/networks

Internal	External
<ul style="list-style-type: none">• Head of Department• College Senior Academic Managers• Departmental academic, administrative and technical staff• Support Services Staff	<ul style="list-style-type: none">• Relevant academic and professional groups• Relevant national, regional and international networks• External examiners



**UNIVERSITY OF LINCOLN
PERSON SPECIFICATION**

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Selection Criteria	Essential (E) or Desirable (D)	Where Evidenced Application (A) Interview (I) Presentation (P) References (R)
Qualifications:		
Relevant honours degree or equivalent	E	A
PhD in relevant discipline or equivalent demonstrated research record (normally by publication but where appropriate through professional achievement)	E	A
Teaching qualification	E	A
Experience:		
Relevant teaching in Higher Education OR relevant professional experience	E	A
Curriculum development	D	A/I
Development and innovation of teaching and learning methods	D	A/I
Interdisciplinary work relevant to the Department	D	A/I
Research interest in a relevant area of work	D	A/I
Research supervision	D	A/I
Proven record of outputs that would be returnable in the REF	E	A/I
Skills and Knowledge:		
Depth and breadth of subject understanding	E	A
Evidence of continuing professional development	E	I
Knowledge of Higher Education	D	A/I
Ability to teach and assess across the range of taught levels offered	E	A/I
Ability to contribute to curriculum development	E	A/I
Ability to support students in their study through academic counselling	E	A/I
Ability to supervise research students	E	A/I
Ability to work on own initiative	E	A/I
Excellent written and verbal communication skills	E	A/I
Good organisational and time management skills	E	I
Competencies and Personal Attributes:		
Enthusiasm and commitment	E	I
Team working	E	I
Flexibility and adaptability	E	I

Essential Requirements are those, without which, a candidate would not be able to do the job. **Desirable Requirements** are those which would be useful for the post holder to possess and will be considered when more than one applicant meets the essential requirements.

Author	MEW/TM	HRBA	HA
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