

**UNIVERSITY OF LINCOLN  
JOB DESCRIPTION**

<b>JOB TITLE:</b> Senior Lecturer in Management	<b>SCHOOL:</b> Lincoln Business School
<b>LOCATION:</b> Brayford Pool	<b>REPORTS TO:</b> Head of School
<b>GRADE:</b> 8	<b>POST NUMBER:</b> BM3110 <b>DATE:</b> May 2012

<b>Context</b>	<p>The University of Lincoln is an ambitious institution with high aspirations and a rapidly improving profile. To achieve our ambitions we are actively working to combine outstanding research with research-engaged teaching and learning, and direct engagement with our wider community. This strategy has proved successful as in May 2012, publication of the <i>Guardian's</i> 2013 University Guide saw the University of Lincoln ranked amongst the UK's Top 50 Universities for the first time in its history</p> <p>The University benefits from a stunning and modern campus set on Brayford Wharf in the heart of the historic city of Lincoln. In December 2010, investment in the Business School led to us moving into a custom designed building offering excellent location to develop our teaching, research and engagement activities and aspirations. The facilities in the School offer flexible learning spaces for students and staff, a specialist provision directed toward corporate education and business engagement and flexible spaces to support the development of cooperative research activities.</p> <p>The School 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. We recognise that our continued success will be driven by the academic community. Hence, we are seeking to recruit and retain active, ambitious and capable academics to build and sustain our future.</p> <p>We are seeking to recruit into the Subject of Management and Leadership a post in Management Studies. The post is full time appointments although where a successful candidate prefers a job share opportunity there is a possibility of a negotiated fractional appointment.</p> <p>The advertised post is in Subject of Management and Leadership in Lincoln Business School. The Subject is home to academic staff who contribute to a range of programmes both on-campus and in the region. The School has a vibrant and successful provision with strong recruitment to our undergraduate and postgraduate full time programmes. The subject of Management is taught across all programmes and we also have a strong corporate programmes provision</p>
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### Human Resources

	<p>delivering our MBA part time postgraduate management education; a focused Human Resource Management (HRM) team working on Chartered Institute of Personnel Development (CIPD) accredited postgraduate programmes and a team committed to Critical Management Education (CME) at all levels.</p> <p>The successful applicant will join the academic team in Management. The person will be a student-centred team-player who can contribute to teaching, research and enterprise activities.</p> <p>We are looking for candidates with a strong or developing research/consultancy profile in Management Studies/Education and with a genuine commitment to teaching and learning in higher education.</p> <p>A dedicated researcher, the appointee will contribute to the research aims and aspirations of the School and support local research initiatives. The successful applicant will contribute to teaching and curriculum development in one or more of the following Management subject areas: Organisational Behaviour; Management Decision Making in Practice; Strategic Management.</p>
<b>Job Purpose</b>	<p><u>General</u></p> <p>To work with colleagues on curriculum development and the advancement of relevant discipline areas within the University</p> <p>To plan, design and deliver teaching within programmes in relevant discipline areas</p> <p>To undertake student tutoring and support</p> <p>To contribute to the research profile of the School</p> <p>To carry out other activities in support of the academic work of the School</p> <p><u>Specific to this post upon appointment:</u></p> <p>The postholder will join the academic team in Management and Leadership. The person will be a student-centred team-player who can contribute to teaching, research and enterprise activities.</p> <p>The postholder will have a strong or developing research/consultancy profile in Management Studies/Education and with a genuine commitment to teaching and learning in higher education.</p> <p>A dedicated researcher, the postholder will contribute to the research aims and aspirations of the School and support local research initiatives. The postholder will contribute to teaching and curriculum development in one or more of the following Management subject areas: Organisational Behaviour; Management Decision Making in Practice; Strategic Management.</p>

### KEY RESPONSIBILITIES

### ***Key Responsibilities***

The responsibilities of a Senior Lecturer are wide ranging and may change over time according to the development needs of the School 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 School. 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 School'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 School or College and pursue a personal research programme consistent with the School'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 School.

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 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 School or Faculty on appropriate external bodies

## Human Resources

Take part in relevant internal boards, committees and working groups at Faculty or University level as required

Liaise with subject librarians, central timetabling and other services to ensure resources available are appropriately deployed.

### **Teamworking**

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 School 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 School 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

Undertake such duties as may reasonably be requested and that are commensurate with the nature and grade of the post.

## **ADDITIONAL INFORMATION**

<b>Key Working Relationships</b>	Internal	Dean of Faculty Head of School Faculty Senior Academic Managers School academic, administrative and technical staff Support Services Staff  Relevant academic and professional groups
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**Human Resources**

	External	Relevant national, regional and international networks External examiners
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<b>Author</b>	TM	<b>HRBA</b>	HA
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**UNIVERSITY OF LINCOLN  
PERSON SPECIFICATION**

**Job Title: Senior Lecturer in Management**

**Post Number: BM3110**

<b>Selection Criteria</b>	<b>Essential (E) or Desirable (D)</b>	<b>Application (A) Interview (I)</b>
<b>Knowledge and qualifications:</b> <ul style="list-style-type: none"> <li>• Good relevant honours degree or equivalent</li> <li>• PhD in relevant discipline or equivalent demonstrated research record (normally by publication but where appropriate through professional achievement).</li> <li>• Proven record of outputs that would be returnable in the REF</li> <li>• Depth and breadth of subject understanding</li> <li>• Evidence of continuing professional development</li> <li>• Teaching qualification</li> <li>• Knowledge of Higher Education</li> </ul>	E E  E E E E D	A A  A/I A I A/I A/I
<b>Experience:</b> <ul style="list-style-type: none"> <li>• Relevant teaching in Higher Education <b>OR</b> relevant professional experience</li> <li>• Curriculum development</li> <li>• Development and innovation of teaching and learning methods</li> <li>• Interdisciplinary work relevant to the School</li> <li>• Research interest in a relevant area of work</li> <li>• Research supervision</li> </ul>	E  D D  D D D	A  A/I A/I  A/I A/I A/I
<b>Skills:</b> <ul style="list-style-type: none"> <li>• Ability to teach and assess across the range of taught levels offered</li> <li>• Ability to contribute to curriculum development</li> <li>• Ability to support students in their study through academic counselling</li> <li>• Ability to supervise research students</li> <li>• Ability to work on own initiative</li> <li>• Excellent written and verbal communication skills</li> <li>• Good organisational and time management skills</li> </ul>	E  E E  E E E E	A/I  A/I A/I  A/I A/I A/I I
<b>Personal Qualities:</b> <ul style="list-style-type: none"> <li>• Enthusiasm and commitment</li> <li>• Team working</li> <li>• Flexibility and adaptability</li> </ul>	E E E	I I 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 postholder to possess and will be considered when more than one applicant meets the essential requirements.

