



UNIVERSITY OF
LINCOLN

UNIVERSITY OF LINCOLN JOB DESCRIPTION

JOB TITLE	Lecturer in Accountancy and Finance				
DEPARTMENT	Department of Accountancy, Finance and Economics				
LOCATION	Brayford				
JOB NUMBER	SB138	GRADE	7	DATE	August 2020
REPORTS TO	Head of School/Department				

CONTEXT

The University of Lincoln is an ambitious institution with high aspirations and a rapidly improving profile. Its strategy is to combine outstanding research with research-engaged teaching and learning, and practice useful to the wider community.

The Lincoln International Business School, 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.

The Lincoln International Business School is ambitious to build on its achievements in the 2014 REF 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.

The Department of Accountancy, Finance and Economics is one of three Departments in the recently restructured Lincoln International Business School. It is an ambitious and growing entity with high aspirations to continue its excellent track record in the NSS. In the 19/20 academic year NSS survey, Economics was No.1, Accountancy was No. 14 and Finance was No. 4. Its strategy is to combine excellent teaching with research and research-engaged teaching and learning, impacting positively on both our students and the wider business community. Importantly, the department is expecting to make a significant contribution to the Business School's REF submission.

Broadening the portfolio of programmes of quality and distinction, Accountancy, Finance and Economics has been at the forefront of recent initiatives expanding into Economics and Banking at both undergraduate and postgraduate levels. Correspondingly, the growing team includes those with recent industrial experience as well as academic staff which offers students current experience from both an academic and a professional perspective.

The suite of programmes includes accountancy, finance, economics and banking at both postgraduate and undergraduate levels. Recently the Department has launched an MSc Governance and we plan to develop further undergraduate and postgraduate programmes in banking, finance and economics. As well as having its own set of degree programmes the team also provides servicing of subjects such as business maths, economics, finance and law across the full spectrum of programmes within the Lincoln International Business School.

JOB PURPOSE

Overview

This is a developmental role for those entering their first full academic role. As such the duties described represent the range of activities that may be expected at this level and the actual range and depth of duties being undertaken will vary dependent upon the experience of the staff member.

Staff developing through this level are expected to gain the necessary experience and skills to demonstrate competency in the main areas of role as described before progressing to the next level.

General Duties

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

To deliver teaching over a range of modules within an established programme.

To undertake student tutoring and support.

To carry out a limited number of additional activities in support of the academic work of the department.

Specific to this post upon appointment

It is expected that you will be an accountancy and finance specialist holding a qualification from a professional accountancy body such as ACCA, CIMA or ICAEW. Practical business experience is welcomed and previous teaching experience an advantage. The successful applicant will contribute to teaching primarily in the disciplines of accountancy or finance with the opportunity to contribute to teaching in the areas of audit, financial and management accounting, taxation and personal finance.

The postholder will be expected to teach on undergraduate and postgraduate programmes including BA (Hons) Accountancy and Finance, BA (Hons) Business and Finance, and MSc Accounting and Finance. The role will also provide the opportunity to teach on other programmes including MSc Finance, BA (Hons) Business and Management, BA (Hons) Business Studies and various other degrees. An interest in blended delivery of programmes is also welcome.

KEY RESPONSIBILITIES

The responsibilities of a Lecturer are wide ranging and may change over time according to the development needs of the department and the individual. In general a 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.
- Contribute to the design, content and delivery of specific areas of teaching and learning and to the quality of teaching delivered.
- Collaborate with colleagues in the continuous review and development of the Department's programmes.
- Take responsibility for the co-ordination of modules when appropriate to do so and after gaining sufficient relevant experience.
- Work in accordance with University policies and procedures to undertake assessment of students' work and give feedback.

Scholarly Activity and Professional Practice

- Develop a standing as a scholar and /or practitioner in your field that contributes to the profile and reputation of the School
- Collaborate in scholarly activities and / or professional practice based initiatives with colleagues in and beyond the School if appropriate
- Work with Professional bodies or relevant industry contacts to develop student or educational contract opportunities for the School/Department
- Work with more senior Scholars or Professional Practice leads in the School/Department to develop relevant activities to enhance the income and reputation of the School/Department and University
- Engage in subject professional and pedagogy research as required to support teaching activities
- Ensure that outcomes of scholarly activity are appropriately disseminated
- Engage in continuous professional development and scholarly activity in order to develop own professional skills, including teaching and learning skills

Liaison and Networking

- Establish contacts within the wider community where possible and begin to form relationships for future collaboration
- Develop links with relevant professional bodies and academic groups

- Develop involvement in academic activities with industry and other external partners
- Take part in relevant internal committees and working groups
- Liaise with subject librarians, central timetabling and other services to ensure resources available are appropriately deployed

Team Working

- Work as a member of a team, collaborating on curriculum development and contributing to departmental meetings.
- Begin to co-ordinate the work of others when appropriate through taking responsibility for module co-ordination

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 student projects and placements as appropriate

Citizenship

- Contribute, as required to the wider mission and reputation of the University with active involvement in activities contributing to general university life e.g. open days, student activities, alumni events and delivery of outreach activities e.g. school visits, local community activities
- Where appropriate, active participation in committees/groups contributing to university life e.g. health and safety, customer service, equality diversity and inclusivity, sustainability and working groups
- Engage in appropriate training programmes in the University, actively follow and promote University policies and participation in the staff appraisal scheme
- Where appropriate help contribute towards the future development of the University and support the University's wider social, cultural and economic development of our region, our 'civic' mission with engagement and/or leadership of external partnerships contributing to the civic mission of the University. Participation in external activities such as volunteering, cultural activities, community activities

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

Key working relationships/networks	
Internal	External
<ul style="list-style-type: none">• Head of Department• Faculty 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

UNIVERSITY OF LINCOLN PERSON SPECIFICATION

JOB TITLE	Lecturer in Accountancy and Finance	JOB NUMBER	SB138
------------------	-------------------------------------	-------------------	-------

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
Working to or having completed a PhD in relevant discipline or equivalent through demonstrated record of practice and professional achievement e.g. holding a professional accountancy qualification	E	A
HE teaching qualification (HE PGCE or HEA fellowship) OR a commitment to complete one	D	A
Experience:		
Teaching in Higher Education or relevant professional experience	D	A/I
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
Developing depth and breadth of subject understanding	E	I
Skills and Knowledge:		
Evidence of continuing professional development	D	A/I
Knowledge of Higher Education	D	A/I
Ability to develop excellent teaching and assessment skills 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 use digital learning management systems	D	A / I
Ability to work on own initiative	E	A/I
Competencies and Personal Attributes:		
Enthusiasm	E	I
Commitment	E	I
Team working	E	I
Good interpersonal skills	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	SG	HRBA	PC
---------------	----	-------------	----