



UNIVERSITY OF
LINCOLN

UNIVERSITY OF LINCOLN JOB DESCRIPTION

JOB TITLE	Lecturer in Leadership			
DEPARTMENT	Management, Lincoln International Business School			
LOCATION	Lincoln, Brayford Campus			
JOB NUMBER	SB084	GRADE	7	DATE August 2020
REPORTS TO	Head of Department, Management			

CONTEXT

The University of Lincoln is an ambitious institution becoming a top 50 University in the UK. 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 International Business School, one of four Colleges within the University. The 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.

Continued success reflects the academic community, its values and collegiate working. High quality undergraduate programmes are evolving to enhance research-engaged education; following the established 'Student as Producer' teaching and learning strategy. We have a portfolio of Master's level programmes attracting international, UK and European students. The School is expanding its external income generation through corporate, executive and professional programmes including online and apprenticeship provision, as well as through funded research, consultancy and international student recruitment.

The Department of Management is home to a wide range of programmes and subject discipline areas including; Human Resource Management, Business Strategy, Leadership, Organisational Behaviour and Organisational Psychology, Operations Management, Logistics, Supply Chain and Entrepreneurship. Our approach to education is firmly rooted in academic scholarship and the social sciences. We welcome applications from those with professional practice as well as those from active research backgrounds. Undergraduate programmes include; Business and Management, Business Studies, Enterprise Development and International Business Management. Our postgraduate programmes include; Operations Management and Logistics, Management, International Business and a number of MBA routes. We also have a vibrant postgraduate research student community with a growing number of PhD candidates.

For this is post we are seeking candidates able to teach in the areas of Leadership, Personal Development and Executive Education

JOB PURPOSE

General

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 contribute to the research profile of the team and Department.

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

Specific to this post upon appointment:

The successful applicant will join the academic team in the Department of Management. You will be a student-centred team player who can contribute to postgraduate and undergraduate teaching on our existing programmes; more details of which can be found on the University website. You will be expected to lead modules in within your area(s) of expertise relevant to our curricula and take on dissertation supervision at undergraduate and postgraduate levels.

This post will include delivery of leadership learning across our curricula. You should be adaptable to deliver leadership and personal development across a wide range of learners. Experience of delivering to mature learners with previously limited educational qualifications, but extensive leadership work experience, will be advantageous.

You will be expected to be flexible in your approach to teaching and learning. This may include delivering both face to face and online teaching, for which flexible working arrangements may be agreed. Applicants should have the ability to work both from home and in Lincoln as may be required. You may also need to show flexibility in your pedagogic approach to meet the needs of different modules and different learners.

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 Department. 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 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 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• 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



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UNIVERSITY OF LINCOLN PERSON SPECIFICATION

JOB TITLE	Lecturer in Business and Management	JOB NUMBER	SB084
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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
Working to or having completed a PhD in relevant discipline or equivalent through demonstrated record of practice and professional achievement.	E	A
HE teaching qualification (HE PGCE or HEA fellowship) OR a commitment to complete one	E	A
Experience:		
Teaching in Higher Education and within Executive Education	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	JS	HRBA	PC
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