



Candidate Information

Position:	Senior Lecturer/Reader in Management
School/Department:	Queen's Management School
Reference:	18/106995
Closing Date:	Wednesday 2 January 2019
Salary:	£51,630 - £59,828 per annum (potential to progress to £65,361 per annum through sustained exceptional contribution)
Anticipated Interview Date:	Monday 18 February 2019

JOB PURPOSE:

To undertake research and provide research leadership in line with the School's research strategy, to teach at undergraduate and postgraduate level, and to contribute to the School's administration/outreach activity.

MAJOR DUTIES:

Teaching:

1. Routinely communicate complex and conceptual ideas to students as well as to peers using high level skills and a range of media.
2. Develop the teaching activities of the School by pursuing new and innovative teaching approaches taking the responsibility for the quality of course units and delivering a range of teaching and assessment activities including lectures, setting/marking coursework, practicals, and fieldwork.
3. Contribute to the enhancement of quality teaching within the subject, school or faculty, ensuring that course design and delivery comply with the appropriate benchmarks and regulations.
4. Develop and advise others on learning and teaching tasks and methods.
5. Act as internal examiner for undergraduate and postgraduate students.

Research:

1. Develop and contribute to the research strategies of the School and build/develop a reputation as an expert in own subject area.
2. Sustain an extensive track record of published research findings by publishing in refereed journals and presenting at national/international conferences.
3. Develop innovative research proposals and lead funding bids.
4. Direct, coach and develop research staff, where appropriate.
5. Ensure that research projects are completed on time and within budget
6. Act as referee and contribute to peer assessment of research.

Administration/Contribution to the Community:

1. Provide pastoral care for students within own area to ensure, as far as practicable, that relevant issues are dealt with in a timely, sympathetic and effective manner.
2. May sit on major University committees.
3. Contribute to the School's outreach strategy by designing or delivering Community outreach programmes and developing external links.
4. Contribute significantly to the development and running of the School/area by taking on appropriate School co-ordinating roles. Such duties may include, for example, Advisor of Studies, QAA Aspect Co-ordinator, Module/Year/Programme Co-ordinator or other recognised official University roles.
5. Act as mentor or appraiser to colleagues, including Teaching Assistants, advising on their personal development and ensuring that that they are meeting the standards required.

Planning and Organising:

1. Be involved in strategic planning for the School/work unit and may contribute to the University's strategic planning process.

2. Plan and deliver research, teaching and consultancy or similar programmes and ensure that resources are available.
3. Contribute to the management of quality, audit and other external assessments.

Resource Management Responsibilities:

1. Provide academic leadership by co-ordinating the work of others to ensure that courses are delivered effectively or organising the work of a team by agreeing objectives and work plans.
2. Develop and manage staff and resources, in support of major research, teaching and administrative activities.
3. Contribute to the overall management of the School/work unit, in area such as budget and business planning.

Internal and External Relationships:

1. Lead and develop internal networks for example by participating in University committee/s.
2. Lead and develop links with external networks, for example, with external examiners and assessors.
3. Develop links with external contacts such as other educational bodies, employers, and professional bodies to foster collaboration.

ESSENTIAL CRITERIA:

1. PhD completed in Management or related field
2. Ability to publish research publications of international standard in either Business Analytics or Operations Management
3. Potential to generate external research income.
4. Teaching and assessment experience at undergraduate and postgraduate levels.
5. Evidence of appropriate administrative and academic leadership at a strategic level experience
6. Contribution to a range of community outreach programmes/initiatives
7. Ability to advance the research and teaching goals of the School.
8. To strengthen the School's national and international research networks
9. Must demonstrate evidence of ability to communicate clearly and effectively to students, academic colleagues and to professional bodies and managers.
10. Ability to provide effective leadership.
11. Evidence of good interpersonal skills and the ability to work both independently and as part of a team.

DESIRABLE CRITERIA:

1. Experience of supervising research students
2. Curriculum and new programme leadership
3. Ability to contribute and deliver executive education programmes