Candidate Information

Position: Lecturer in HR Analytics
School/Department: Queen's Management School
Reference: 19/107994
Closing Date: Thursday 2 January 2020
Salary: £36,914 - £51,034 per annum
Anticipated Interview Date: 23 January 2020

JOB PURPOSE:

To undertake research 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 in the area of specialism.
3. Contribute where appropriate to the delivery and development of the Executive Education Programmes.
4. 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.
5. Develop and advise others on learning and teaching tasks and methods.
6. Act as internal examiner for undergraduate and postgraduate students.
7. Act as Personal Tutor.

Research:

1. Develop and contribute to the research strategies of the School and maintain 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.

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.

Planning and Organising:

1. Plan and set teaching and research objectives over a number of years.
2. Plan and manage own teaching and tutorials.
3. Prepare research proposals for submission to external funding.

4. Design/update modules in line with School's Teaching strategy.

Resource Management Responsibilities:
1. Provide academic leadership to those working within programme areas, as course leader or equivalent, by for example 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.

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 in Management(or related discipline) or within 6 months of completion.
2. Ability to publish research publications of international standard in areas of HRM and HR analytics.
3. Potential to earn external research income.
4. Ability to teach and assess courses in area of specialism and related fields at University level.
5. Evidence of appropriate administrative experience.
6. Ability to advance the research and teaching goals of the School.
7. To strengthen the School's national and international research networks.
8. Must demonstrate evidence of ability to communicate clearly and effectively to students, academic colleagues and to professional bodies and managers.
9. Ability to provide effective leadership.
10. Evidence of good interpersonal skills and the ability to work both independently and as part of a team.

DESIRABLE CRITERIA:
1. Ability to contribute to executive education programmes.
2. Ability to deliver executive education programmes.