



**Job Title:** Associate Professor

**Grade:** 9

**Salary:** £52,560 to £59,135 per annum

**Department:** School of Business

**Hours/Contract:** Permanent, full time

**Role Purpose**

To provide inspiration and leadership on a number of fronts. To lead on grant capture, engagement in international networks and enhancing impact activity. Undertake, lead and develop teaching in line with the School’s Strategy. Provide academic and professional leadership within the School and across specialism ensuring excellence in teaching and curriculum design on an international level.

Main Duties and Responsibilities	% Time
<p><b>Research</b></p> <ul style="list-style-type: none"> <li>• Produce research of the highest international standard that will contribute to the School’s high ranking research profile and at a level compatible with inclusion in future REF exercises.</li> <li>• Contribute to and lead the development of larger bids for external funding for research, both on a disciplinary and interdisciplinary basis, in the School and College.</li> <li>• Raise your external profile and that of the School by presenting research papers at academic and/or professional conferences, refereeing or reviewing publications or grant applications, and externally examining postgraduate research students.</li> <li>• Engage and collaborate with international networks and to publish in internationally recognized peer-reviewed journals.</li> <li>• Develop your impact agenda and make a meaningful contribution to impact activity within the School and College.</li> <li>• Undertake postgraduate research supervision.</li> <li>• Contribute to income and external impact in aspects of the enterprise agenda (including CPD, working with external organisations, both nationally and internationally, commercialisation, commissioned research and consultancy).</li> </ul>	40
<p><b>Teaching</b></p> <ul style="list-style-type: none"> <li>• Provide academic leadership within the department, including at programme level and across your own specialist area.</li> <li>• Develop and deliver highly effective learning and teaching (lectures, seminars, tutorials, assessments). Set exam papers/assignment questions and carry out marking and invigilation duties.</li> <li>• Deliver highly effective supervision and support to students e.g. for projects, dissertations etc.</li> <li>• Cooperate with colleagues in the review and development of the curriculum, leadership of modules and, where required, design and launch of new degrees/ awards.</li> <li>• Contribute to the internationalisation of the curriculum, especially at module level.</li> </ul>	40





<ul style="list-style-type: none"> <li>Engage in CPD to support innovation at module level in teaching delivery and/or assessment practice.</li> <li>Engage with scholarship and pedagogical research to underpin innovation at programme level in teaching delivery or assessment practice and to enhance student learning and experience.</li> <li>If not already obtained, seek external recognition of teaching excellence at a senior level (e.g. Senior Fellowship of the HEA).</li> <li>Contribute to quality assurance and enhancement at School or College level.</li> <li>Contribute to the development of colleagues, or of academic management systems.</li> <li>Provide pastoral care for students and carry out other related academic duties.</li> <li>Contribute to international enterprise initiatives.</li> </ul> <p><b>Administration</b></p> <ul style="list-style-type: none"> <li>Undertake such specific School roles and management functions as may be reasonably required by the Dean of the School.</li> <li>Attend meetings and participate in other committees and working groups within the School, the College, and the University.</li> <li>Engage in continuing professional development.</li> <li>Contribute to student recruitment and retention activities in the School and College.</li> <li>Coaching and mentoring other members of staff.</li> </ul>	20
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**Internal and External Relationships**

*Research Colleagues:* Discussion of research and related issues and support for research and development.

*Colleagues:* Discussion of potential solutions to the integration of DL and CB postgraduate programmes. The provision of informal advice on issues relating to students and teaching.

*Administration:* Contribute to discussions on the development of administrative processes.

*Dean and Head of Division:* Discussions concerning integration, students and other administrative issues.

*Committee Member:* Discussions concerning the provision of the degree course, teaching practice or research techniques.

**Planning and Organising**

Shaping the strategic direction of own area of activity, leading the planning activity over many months or years.

Participation in the departmental operational planning process supporting the strategic direction of the unit and wider department.

**Qualifications, Knowledge and Experience**

**Essential**

- PhD or significant relevant experience in a relevant field\*
- Experience in delivery of teaching to undergraduates\*





- Experience teaching professional skills in Business, Economics, Management, or a related area\*
- Track record of publication of high quality journal papers rated at 4\* (or equivalent)\*
- Experience or demonstrated understanding of teaching and supervision at postgraduate level.
- Contribution to design of modules, course and curriculums and experience of delivering innovative research informed teaching
- Academic Teaching Qualification as defined by HESA or commitment to gain the appropriate category of HEA Fellowship within a reasonable timeframe \*

**Desirable**

- Experience in generating industry partnerships\*

**Skills, Abilities and Competencies**

**Essential**

- Ability to carry out scholarly or pedagogic research to support the curriculum
- Ability to identify and secure placement or internship opportunities for students
- Ability to network and collaborate at an international level.
- Ability to review, evaluate and develop the key skills of students
- Ability to assist other teaching staff with examinations and the development of new methods of delivery
- Ability to develop resource materials to enhance teaching quality
- Ability to prioritize tasks within agreed work schedules
- Ability to teach classes using a comprehensive range of delivery methods including lectures, seminars, tutoring
- High level of proficiency in English, sufficient to undertake research, teaching and administrative activities utilising English Language materials and to communicate effectively with staff and students

**Desirable**

- Ability to teach classes using distance learning
- Ability to provide support to students via Blackboard
- Evidence of grant capture or definitive plans for grant applications

***\*Criteria to be used in shortlisting candidates for interview***

**VITAL**

The University encourages all staff to live our [VITAL values](#) which are:  
**Valuing People, Innovators, Together, Accountable, Leaders.**

**Equality and Diversity**

We believe that equality, diversity and inclusion is integral to a successful modern workplace. By developing and implementing policies and systems that challenge stereotypes across all aspects of our work, we have a culture that recognises and values the diverse contributions of our staff which benefits





everyone. Our strong values of inclusivity and equality support our efforts to attract a diverse range of high quality staff and students, and identify our University as a progressive and innovative workplace that mainstreams equality, diversity and inclusion.

