



POSITION DESCRIPTION

- 1.0 **POSITION TITLE:** Lecturer/Senior Lecturer in Finance
- 2.0 **REPORTS TO:** Head of Department, Accounting, Finance and Economics
- 3.0 **DEPARTMENT:** Accounting, Finance and Economics
- 4.0 **ELEMENT:** Griffith Business School
- 5.0 **SUPERVISORY RESPONSIBILITIES:** Nil
- 6.0 **POSITION CONTEXT:**

The Department of Accounting, Finance and Economics offers industry recognised undergraduate and postgraduate programs in accounting, banking, business statistics, economics, finance and financial planning. A major in Finance is offered in a Bachelor of Commerce degree at the Gold Coast and Nathan campuses, while a major in financial planning is offered in the Bachelor of Commerce degree at the Gold Coast and Logan campuses. Specialisations in finance and financial planning are offered within a Master of Commerce degree at the Nathan campus. In addition a number of finance courses are taught by Departmental staff for students enrolled in the Bachelor of Business, Bachelor of International Business, and Master of Business Administration on all Griffith campuses except Mt Gravatt.

The Department has a strong and active research focus, with a number of staff in the finance discipline holding external research grants and a history of successful PhD student completions. The Department's particular research strengths in finance lie in the areas of superannuation, funds management, portfolio management, corporate finance, sustainable investing and finance in developing/transitional economies. There are a large number of early career researchers and a vibrant online discussion paper series has recently been reinvigorated.

The Department has a number of staff in receipt of recent Faculty and University level Teaching Excellence Awards, a number of staff who reached the finals of such awards at the national level, and hosts a fellow of the Australian Learning and Teaching Council. In 2009 a group of Departmental staff was awarded the Australian Business Higher Education Round Table (BHERT) award for outstanding achievement in collaboration between business and tertiary education. This award was in recognition of the highly successful professional development program component of the Bachelor of Commerce at the Logan campus.

The Department has a Head (currently Professor Christine Smith) supported by Heads of Discipline, including one for Finance and Financial Planning (currently Professor Eduardo Roca). The Department is a large cross campus entity with around 85 full time academic staff including around 20 full time staff in the finance and financial planning discipline.

The Department is particularly interested in employing additional academic staff in finance with expertise in the areas of risk management and insurance.

This is a continuing fulltime position based at the Nathan campus.

7.0 KEY ACCOUNTABILITIES:

Lecturer

- 7.1 Prepare and conduct classes including assessment and consultation with students, and engagement with Learning@Griffith and other educational technology.
- 7.2 Prepare and conduct tutorials and, in larger classes, manage and moderate the tutoring and assessment work of tutors and markers.
- 7.3 Achieve good teaching and course evaluations.
- 7.4 Review and improve teaching activities, and engage in continuing professional development related to teaching.
- 7.5 Convene courses and programs and contribute to curriculum development, including assurance of learning requirements of accreditation.
- 7.6 Conduct high quality research and apply for competitive research grants where appropriate.
- 7.7 Supervise research higher degree students and/or undergraduate student projects and dissertations where appropriate.

Senior Lecturer

- 7.8 Prepare and conduct classes including assessment and consultation with students, and engagement with Learning@Griffith and other educational technology.
- 7.9 Prepare and conduct tutorials and, in larger classes, manage and moderate the tutoring and assessment work of tutors and markers.
- 7.10 Achieve good teaching and course evaluations.
- 7.11 Review and improve teaching activities, and engage in continuing professional development related to teaching.
- 7.12 Convene courses and programs and contribute to curriculum development, including assurance of learning requirements of accreditation.
- 7.13 Supervise research higher degree students and/or undergraduate student projects and dissertations.
- 7.14 Obtain research funding through internal and external resources.
- 7.15 Conduct research in a professional and ethical manner. Disseminate research through the production of scholarly publications in high impact journals and scholarly books, as well as through other scholarly and professional media.
- 7.16 Mentor the development of junior staff and colleagues in the Department and/or School.
- 7.17 Participate in the administrative and marketing activities of the Department and School, and in outreach to the community and/or profession.

8.0 SELECTION CRITERIA:

Lecturer

- 8.1 Hold a PhD or be close to completion of a PhD (defined as having a PhD thesis submitted and under examination) in Finance or a closely related field.
- 8.2 Demonstrated experience in tertiary teaching in finance, particularly in the areas of risk management and insurance, including evidence of ability to achieve high quality student outcomes via such teaching.
- 8.3 Demonstrated high levels of written and oral communication skills in English.
- 8.4 Willingness to become actively involved in administrative and marketing activities of the Department and its outreach to the community and/or profession.

While not essential, it is desirable that applicants have research and/or teaching interests that: build on existing areas of excellence in the Department; and/or are aligned with Griffith Business School.

Senior Lecturer

- 8.5 A PhD or equivalent in Finance or a closely related discipline.
- 8.6 Demonstrated experience in tertiary teaching in finance, particularly in the areas of risk management and insurance, with high quality outcomes in teaching large (200+) undergraduate classes and/or the implementation of "blended learning" initiatives and/or postgraduate coursework.
- 8.7 Demonstrated high levels of written and oral communication skills in English.
- 8.8 Demonstrated post PhD publication record in finance including journal articles published in high impact scholarly publications.
- 8.9 Demonstrated experience in the effective supervision of RHD students.
- 8.10 Demonstrated ability to establish and maintain effective working relationships with academic and technical staff and undergraduate and postgraduate students.
- 8.11 Demonstrated links with relevant external organizations and/or the profession.

While not essential, it is desirable that applicants have research and/or teaching interests that: build on existing areas of excellence in the Department; and/or are aligned with Griffith Business School.

9.0 DATE EFFECTIVE: March 2011

10.0 APPLICATION PROCESS:

Please ensure your application includes the following:

- A covering letter outlining your suitability and claims for the role
- Current curriculum vitae/resume which should include:
 - full name, address, telephone number and email address;
 - details of education, professional training and qualifications;
 - employment history, including present position;
 - names, addresses and email contact of three referees.

Please note that applications close at 4.30 pm on the closing date.