

UNIVERSITY OF YORK

The York Management School

Lecturer/Senior Lecturer in International Business

Further Information for Candidates

Requirements of the posts

The York Management School (TYMS) is looking for a new member of academic staff who can contribute to high quality research and teaching in the area of international business in order to advance the School's national and international standing.

The successful candidate will be a member of the School's International Business and Strategy (IBS) group which aims to deliver international excellence in research that underpins teaching and learning of the highest calibre for undergraduate, postgraduate taught and research students. The research of the IBS group has an emphasis on interdisciplinary approaches, drawing primarily on the business and management, economics, and political science. The current research areas of IBS group members include Foreign Direct Investment, International Knowledge Spillovers, the Internationalisation of Higher Education, International Joint Venture Instability and International Political Economy. Work by the group continues to be published in a range of high-quality journals including Journal of International Business Studies, Journal of Business Research, Cambridge Journal of Economics and Regional Studies. The group is also proud of its reputation for high-quality internationally focussed teaching and dedicated personal attention to student needs. It offers an MSc degree in International Business and Strategic Management and contributes to the rest of the School's degree portfolio.

The successful candidate will be expected to conduct high quality research of importance to the academic community, policy makers and business managers and provide research-led and business-relevant teaching and will have the opportunity to contribute to teaching and administrative activities in line with their experience, level of appointment and career aspirations.

The University

The University of York is one of the UK's leading universities. It has an excellent reputation in teaching and research and was placed in the top ten UK universities by the 2008 Research Assessment Exercise (RAE). It has retained this position in various league tables and in 2010 York was named 'University of the Year' at the Times Higher Education Awards in recognition of its drive to combine academic excellence with social inclusion, strong record of scientific discovery, and investment into the arts and humanities.

From its inception, the University has concentrated on strong viable departments and teaching and research of the highest quality. York intends to retain its leading research-intensive position and to develop its global reputation through:

- Continued growth in student numbers - much of it focused on postgraduate and international students.
- Significant research expansion and spin-out activity as the University develops the potential of its intellectual property.
- Focusing on the University's four strategic objectives of excellence, internationalisation, inclusivity and sustainability.

Founded in 1963 with just 200 students, the University now has approximately 3,300 staff, 14,000 students and over 30 academic departments and research centres. The University

has a collegiate system in which most staff and all students are members of one of eight colleges.

The Campus

The University is located in a beautiful landscaped park close to the historic city of York, a much sought after destination for work and study. The University has city centre premises at the medieval King's Manor and, since 2000, York has added 20 new buildings to its Heslington West campus, as well as embarking on an ambitious £750m campus expansion at Heslington East. This development will increase student capacity, drive up research income and provide more world-class facilities for the 21st century and is where The York Management School is located.

The city of York

The historic walled City of York is a year round destination which is home to world-class museums, attractions and vibrant entertainment and festivals. It successfully combines a riverside location, beautiful parks and pedestrianised streets with a lively café/bar/restaurant culture and wide selection of shops. The city and surrounding areas offer a variety of housing, excellent range of schools, and comprehensive health care facilities.

York has excellent road and rail links and is easily accessible from all parts of the UK. It is roughly 2 hours by rail from London, Edinburgh and Manchester and within easy reach of international airports at Manchester and Leeds-Bradford. For more information visit: www.visitork.org.

The School

The York Management School was created in 2006. The School has grown rapidly, and there are plans for further expansion. It currently has 40 academic staff, distributed between teaching groups in Accounting and Finance, Human Resource Management, International Business and Strategy, Marketing, Operations Management, Organisation Theory and Management, and Public Sector Management.

The School runs teaching programmes at undergraduate, postgraduate, and doctoral level. There are undergraduate degrees in Accounting, Business Finance, and Management, and in Management (with BSc and BA variants). Students may opt to take a placement year. The Masters Programme has taught degrees in Accounting and Financial Management, Management, Management with Business Finance, Human Resource Management, International Business and Strategic Management. Joint masters degrees are also run with the university's departments of Sociology, Politics, and Environment. In academic year 2011/12 there are approximately 550 undergraduates and 230 taught postgraduates in the school.

The School currently has 35 doctoral students. Several PhD students are employed as Graduate Teaching Assistants, and there are currently two ESRC-financed doctoral students. The University of York is a member of the White Rose Doctoral Training Centre, recently recognised by the Economic and Social Research Council for the award of ESRC studentships.

The School entered the Research Assessment Exercise for the first time in 2008. We achieved an overall profile score of 2.45, putting us 35th amongst UK business and management schools. We achieved one of the best RAE performances amongst small business schools. We are a research intensive school and we intend to improve our performance further in the forthcoming REF exercise. Members of the School currently hold research grants from ESRC, EPSRC, NHS SDO, Nuffield Foundation, and government departments.

The School's objective is to produce distinctive, challenging, high quality, policy and practice-relevant research and scholarship embedded within relevant theory. We also value interdisciplinary research, and there is considerable research activity involving staff from a variety of subject groups and other departments in the university. The Centre for the Evolution of Global Business and Institutions is located within the School, with membership drawn from a variety of subject groups and disciplines. Members of the School are also members of other Research Centres within the university. The School has recently launched the Centre for Business Collaboration, which has already built up a track record and reputation for knowledge transfer in the local and regional economy, and for developing the impact of our research programmes.

We place considerable emphasis on helping our staff to develop their teaching and research expertise, and staff have access to extensive training and development opportunities. Academics in their first full-time lecturing posts are usually required to enrol on the Postgraduate Certificate of Academic Practice lecturer training programme. Academics are allocated a Personal Research Allowance to assist with the incidental expenses associated with their work, and can bid for funds to attend conferences. There is the opportunity for study leave, awarded on the basis of agreed research plans and available resources.

The School is housed in the brand new Law and Management Building on the new Heslington East campus (adjacent to the 'old' Heslington West campus). The building has high quality teaching and office accommodation, and a small café.

Further information on the School, its programmes, and its staff may be found at <http://www.york.ac.uk/management>. If you would like further information about the posts please contact Professor Steven Toms, Head of School, or Professor Yingqi Wei, Head of International Business and Strategy Group, both on 01904 325060 or am540@york.ac.uk

Job Description

Summary of the main responsibilities of the post:

- Provision of teaching on undergraduate and postgraduate courses, and pastoral support for students
- Research activity in the form of research grant income and publications in peer-reviewed journals
- Contribution to administration within the School

Research:

- To take an active role in one or more fields of scholarly work and to develop research objectives, projects and proposals.
- To obtain research funding and undertake high quality research in the field.
- To disseminate research findings by publishing monographs and articles in peer-refereed journals and elsewhere.
- To contribute to the supervision of research students.
- To make presentations at conferences or other appropriate events.
- To contribute to the organisation of conferences, symposia, and other related research activities and events.
- To expand collaborative links with colleagues elsewhere in the School and/or with other Schools and Centres within York, and promote interdisciplinary research.
- To extend, transform and apply knowledge acquired from scholarship to teaching, research and appropriate external activities.

Teaching:

- To contribute to the teaching on the various undergraduate and postgraduate degree programmes offered by the School.
- To design teaching materials and deliver teaching across a range of modules at undergraduate and postgraduate level, including both scholarly and practice-based modules.
- To use appropriate teaching, learning support and assessment methods.
- To supervise student dissertations, projects and placements.
- To identify areas where current teaching provision could be complemented by innovative new developments.
- To contribute to the planning, design and development of teaching and learning objectives and materials.
- To set, mark and assess work and provide feedback to students.
- To contribute to the planning and organisation of the professional visitor programme and other events.

Administration:

- To undertake departmental administrative responsibilities as required (e.g. Director of an undergraduate or postgraduate degree programme; Admissions Tutor; Chair of one of the School's Committees or Exam Boards).
- To participate in the work of departmental committees, Boards of Studies and Exam Boards.
- To contribute to the recruitment and selection of students.
- To contribute to University-wide initiatives.

The above list of duties is not exhaustive and is subject to change. The post holder may be required to undertake others duties within the scope and grading of the post.

PERSON SPECIFICATION: LECTURER**ESSENTIAL AND DESIRABLE CRITERIA FOR THE POST**

The successful candidate will be able to demonstrate that s/he meets the following criteria:

	Essential	Desirable
Qualifications	A PhD in a relevant field or be very close to completion of one	
Knowledge	Wide breadth and depth of knowledge in International Business In-depth understanding of International Business to enable the development of knowledge and understanding within the field	
Skills/abilities/competences	<u>Research</u> Ability to carry out high-quality research in the subject area of the post and to publish in top quality journals and similar publications Ability to secure research funding	

	<p><u>Teaching</u> Effective teaching design and delivery</p> <p>Ability to teach effectively at undergraduate and postgraduate level</p> <p>Ability to provide appropriate and sensitive pastoral care and supervision to students</p> <p><u>Administration</u> Ability to contribute effectively to the administrative work of the School</p>	
Experience	<p><u>Research</u> Experience of conducting high quality research.</p> <p><u>Teaching</u> Experience of effective teaching at university level</p>	<p>A proven record of publication in high quality journals or similar</p> <p>Experience of securing research funding</p> <p>Experience of effective involvement in department administration and management</p> <p>Experience of involvement in the wider discipline, through participation in subject special interest groups, journal reviewing, or similar</p>
Personal attributes	<p>Effective inter-personal and communication skills</p> <p>Self-motivated and pro-active</p> <p>Commitment to quality in all areas of activity</p> <p>Ability to prioritise work appropriately and to meet deadlines</p> <p>Ability to work in a team and to cooperate with academics, administrative staff, and other staff</p> <p>Respect for other staff and students from all backgrounds</p>	

PERSON SPECIFICATION: SENIOR LECTURER

ESSENTIAL AND DESIRABLE CRITERIA FOR THE POST

The successful candidate will be able to demonstrate that s/he meets the following criteria:

	Essential	Desirable
Qualifications	A PhD in a relevant field or be very close to completion of one	
Knowledge	Wide breadth and depth of knowledge in International Business In-depth understanding of International Business to enable the development of knowledge and understanding within the field	Good knowledge of practical strategies to differentiate learning
Skills/abilities/competences	<u>Research</u> Ability to carry out high-quality research in the subject area of the post and to publish in top quality journals and similar publications Ability to secure research funding <u>Teaching</u> Effective teaching design and delivery Ability to teach effectively at undergraduate and postgraduate level Ability to provide appropriate and sensitive pastoral care and supervision to students <u>Administration</u> Ability to contribute effectively to the administrative work of the School	Proven ability to attract funding from the Research Councils and other sources Proven ability in teaching, ideally via a teaching qualification. Ability to teach on professional courses. Ability to develop new areas of the curriculum
Experience	<u>Research</u> Experience of conducting high quality research. A proven record of publication in high quality journals or similar <u>Teaching</u> Experience of effective teaching at university level	Evidence of significant research and development experience relating to International Business, with a record of research grant capture. Evidence of international scholarship. Experience of academic supervision of students, preferably at postgraduate and doctoral level. Experience of effective involvement in department administration and management Experience of involvement in the

		wider discipline, through participation in subject special interest groups, journal reviewing, or similar
Personal attributes	<p>Effective inter-personal and communication skills</p> <p>Self-motivated and pro-active</p> <p>Commitment to quality in all areas of activity</p> <p>Ability to prioritise work appropriately and to meet deadlines</p> <p>Ability to work in a team and to cooperate with academics, administrative staff, and other staff</p> <p>Respect for other staff and students from all backgrounds</p>	

Informal enquiries

Informal enquiries may be made to Professor Yingqi Wei, tel: +44 (0)1904 325041 or email: yingqi.wei@york.ac.uk

Salary and Terms

Salary will be within the range: £35,938 - £44,166 per annum on Grade 7 of the University salary scales for an appointment at Lecturer level and £45,486 - £52,706 per annum on Grade 8 for appointment at Senior Lecturer level.

The post is full-time and available from September 2012.

The annual holiday entitlement is 38 days, including 8 statutory public holidays. If the post is part-time, the holiday entitlement will be reduced pro rata.

The candidate appointed may, immediately upon starting his/her employment, join USS - the Universities' Superannuation Scheme – which involves a personal contribution of 7.5% of salary. If you have not previously been a member of USS, you will join the Career Revalued Benefits section (6.5% personal contribution.). Both sections have a 16% employer contribution, and are offered via salary sacrifice.

Postgraduate Certificate of Academic Practice

The University offers a programme to enhance skills in academic practice, the Postgraduate Certificate of Academic Practice (PGCAP), which is primarily aimed at academic staff in the earlier stages of their career.

If you have less than 3 years full time equivalent experience in an academic post and this is your first permanent appointment (or if it is longer than 23 months duration) you are required to complete the whole PGCAP Programme i.e. Modules 1 and 2. You should discuss this requirement with your Head of Department, normally before taking up your appointment.

Making your application

The closing date for receipt of applications is midnight on **Wednesday 20 June 2012**.

When you are ready to start your application, click on the 'Apply now' button and you will be guided through the stages of the application form. You will also be asked to upload a letter of application outlining your suitability for the job and your curriculum vitae.

References

You will be asked to provide the names and contact details of three referees able to comment on your suitability for the role, including your current or most recent line manager (for example, the head of your department or research group) or your supervisor if you are a student.

In the event that you are offered a position, we will also seek an employment reference from your current or most recent employer.

It is anticipated that interviews for the post will be held during the week commencing 9 July 2012. Applicants who are shortlisted for interview will be sent details of time and venue as soon as possible after the closing date.

If you have any queries relating to your application, please do not hesitate to contact HR Services. You can telephone us on +44 (1)904 324835 or email us at recruitment@york.ac.uk

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With the compliments of HR Services

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