



**Faculty of Business
International Business Division**

Lecturer in International Business

You will have experience of teaching at undergraduate and postgraduate level and a creditable research profile, with the ability to be returned in the 2014 Research Framework Exercise. You will be required to contribute to the School's teaching programme at Undergraduate level; to provide effective research student supervision to postgraduate students; to make a leading contribution to research programmes in the field of international business and to contribute to administration of the School and its taught programmes. In addition you will be expected to provide pastoral advice and guidance to students and play an active part in the International Business Division.

Further information about the Faculty is available using the following web link
www.business.leeds.ac.uk

University Grade 8 (£37,012 - £44,166 p.a.)

Informal enquiries may be made to Professor Peter Buckley, Head of the International Business Division, e-mail p.j.buckley@lubs.leeds.ac.uk or Professor Mario Kafouros, e-mail m.kafouros@leeds.ac.uk

If you have any specific enquiries about your online application please contact the Faculty HR Team jobs@lubs.leeds.ac.uk

Closing Date: 14 December 2012

Ref: LUBS0150

Job Description

Responsible to: Head of International Business Division

Reports to: Head of International Business Division

Main Duties and Responsibilities

- To be actively involved in research and contribute to the research profile of the Centre for International Business University of Leeds (CIBUL) – a world leading research centre in International Business
- To maintain a high quality record of regular publications in independently peer-reviewed journals to a high national and international level equivalent to be listed as 3* or 4* according to the Association of Business Schools (ABS, 2010) list of journals and/or FT45 list of journals
- To attract research income on an individual and collaborative basis
- To provide effective research supervision of Postgraduate students
- To act as a referee and contribute to peer assessment on an occasional basis for appropriate journals and publications
- To take on external roles and responsibilities, which enhance academic standing, for example, membership of the Research Council
- To develop and deliver courses in the International Business Division at both undergraduate and postgraduate level, acting as Module Leader on named modules
- To maintain and enhance standards of student attainment at both undergraduate and postgraduate level
- To design, set and mark all coursework and written examinations for named modules, as well as contributing to the assessment and marking of other courses as required
- To contribute to the review of modules, programmes and quality assurance mechanisms
- To utilise innovative approaches to teaching and learning
- To contribute to the planning and development of modules within International Business
- To undertake teaching in the School as determined by the workload model
- To apply knowledge acquired from research to teaching
- To contribute effectively to the administrative process and committee structures of the School, and as appropriate the wider University
- To co-ordinate the work of other colleagues as appropriate
- To participate in the administration of the School's programmes of study and other activities, as requested
- To act as a mentor to colleagues with less experience, as required
- To maintain own continuing professional development
- To actively follow and promote the University of Leeds policies, procedures and guidelines
- To carry out any other duties commensurate with the grade and purpose of the post as directed by Head of International Business.

University Values

All staff are expected to operate in line with the university's values and standards, which work as an integral part of our strategy and set out the principles of how we work together. More information about the university's strategy and values is available at <http://www.leeds.ac.uk/comms/strategy/>

Person Specification

Essential

- PhD in International Business, International Management or a closely related discipline
- Potential to obtain external research funding
- Ability to perform high quality research, as evidenced by research in a related field with a proven track record of achievement as a single or main author of refereed publications which are listed as 3* or 4* according to the Association of Business Schools (ABS, 2010) list of journals and/or FT45 list of journals
- Ability to establish new research
- Evidence of pursuing independent research
- Ability to teach effectively at all levels and an enthusiastic approach to all aspects of teaching
- Ability to contribute effectively to administrative activities
- A high level of interpersonal and communication skills
- Evidence of the ability to work as a member of a team
- Evidence of high levels of self-motivation
- Ability to work effectively, responsibly, independently and under pressure

Desirable

- A successful track record of obtaining external research funding
- Experience of teaching undergraduate and postgraduate students
- Ability to motivate and engender enthusiasm in others, as evidenced for example in student feedback obtained from teaching

Additional Information

Details of the terms and conditions of employment for all staff at the university, including information on pensions and benefits, are available on the Human Resources web pages accessible via the links on the right hand side, or at <http://www.leeds.ac.uk/hr/index.htm>

Learning and Teaching Award

The Senate of the University has agreed that all newly appointed staff with a contract of 0.5 fte and above who have a teaching role and are deemed new to teaching in HE should be required to complete successfully all of the requirements of the University of Leeds Teaching Award: Professional Standard 2 (ULTA-2) or an appropriate alternative. Whether or not this applies to you will be decided as part of the appointment procedure at interview.

Further details of the ULTA-2 are available at www.leeds.ac.uk/sddu/lt/ulta/ulta2.html

Guidance on the criteria used to decide 'new to teaching' is available at www.leeds.ac.uk/sddu/lt/ulta/ulta_criteria.html

Staff with contracts of less than 0.5 fte may take the ULTA-2 provided that they have a broad enough range of teaching and assessment to complete the requirements of the Programme: this will be decided in conjunction with the School and the course providers.

Criminal Record Disclosures

A Criminal Records Disclosure is not required for this position. However, applicants who have unspent convictions must indicate this in the 'other personal details' section of the application.

Disabled Applicants

The post is located in the mainly in the Cromer Terrace Building. Disabled applicants wishing to review access to the building are invited to contact the department direct. Additional information may be sought from the Recruitment Officer, email disclosure@leeds.ac.uk or tel + 44 (0)113 343 1723.

Disabled applicants are not obliged to inform employers of their disability but will still be covered by the Equality Act once their disability becomes known.

Further information for applicants with disabilities, impairments or health conditions is available in the applicant guidance.