

**Job Description**

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| Job Title: | Lecturer in Accounting |
| Faculty/Department: | Hull University Business School |
| Reporting to: | Head of Business School via Head of Subject Group |
| Duration: | Continuing |
| Job Family: | Academic |
| Pay Band: | 7 |
| Benchmark Profile: | Teaching and Research Band 7 |
| DBS Disclosure requirement: | n/a |
| Vacancy Reference: | BL0058 |

**Background and context**

The Hull University Business School develop people and practices for a fast-changing and interconnected world. The School is an international community which, to echo our vision and mission, behaves with friendliness, openness, responsibility and integrity.

It is located in outstanding premises that combine refurbished listed buildings and new build, encompassing state-of-the-art facilities for staff and the 3,000-plus students.

The School is home to a vibrant and vigorous research community. The past three years have seen significant development in the growth, strength and distinctiveness of the School’s research. Discipline based research is well focused producing high quality academic outputs and the school has eight established research centres.

The School offers an attractive suite of programmes at all levels, Bachelors, MSc, MBA and Doctoral, which provide students with an enriched learning experience supported by research-led teaching. The programmes enable students to develop specialist subject knowledge and to gain the professional skills needed for employment. As well as teaching at Hull, the School delivers MBA programmes in Hong Kong, Singapore, Oman and Bahrain and undergraduate programmes in collaboration with Hong Kong University SPACE.

Bring your outstanding professional knowledge and research ambition to the business school, and play an integral role in our ongoing and future success. You will be working among a highly successful accounting faculty which includes, excellent teachers, renowned research scholars, and professionally qualified accountants.

At Hull University Business School, we develop people and practices for a fast-changing global business environment with accreditations from AACSB and AMBA – and we are part of a university that is investing in the future.

You will be active in the profession and in scholarly activity. You will work with international experienced professional scholars, who have published in top quality international journals and within a faculty that has an international reputation in areas such as, market-based accounting research, auditing, taxation, corporate governance and ethics, accounting regulation, critical accounting and corporate finance, and which also has strong links with professional accounting and academic associations.

### Specific Duties and Responsibilities of the post

The person appointed will be required to undertake teaching, scholarship and research activity which makes a significant contribution to accounting education. The post-holder will play an important role in the development and delivery of accounting modules at the undergraduate and postgraduate level and executive education.

In your covering letter please refer directly to the criteria, given in the person specification below. Applications are assessed by the selection panel according to these criteria.

**GENERIC JOB DESCRIPTION**

The job duties and responsibilities listed below are intended to describe the general nature of the role. The duties and responsibilities and the balance between the elements in the role may change or vary over time depending on the specific needs at a specific point in time or due to changing needs in the department. Candidates should note that there may not be an immediate requirement to carry out all the activities listed below.

### Overall Purpose of the Role

The standard academic role at the University includes a combination of teaching, research, scholarship and administration. While all roles will combine these areas of work, the relative weight of each will vary from level to level and over time for individual role holders.

This is typically the entry level post for an academic career and the duties and responsibilities are appropriate for the early stage academic. It is expected that role holders will be developing their skills and competencies in a way which will promote growth into the full academic role.

Newly appointed Teaching and Research staff at this level will teach as a member of a teaching team in a developing capacity within an established programme of study, with the support of a mentor as per induction procedures.

The role holder:

* Will develop research objectives and proposals for own or joint research and conduct individual and collaborative research projects.
* May oversee postgraduate students and act as a personal tutor for students within the department.

**Main Work Activities**

### Teaching and Learning

1. Teach in a variety of settings from small group tutorials to large lectures
2. Identify learning needs of students and define appropriate learning objectives
3. Ensure that content, methods of delivery and learning materials will meet the defined learning objectives
4. Develop own teaching materials, methods and approaches with guidance
5. Develop the skills of applying appropriate approaches to teaching
6. Seek ways of improving performance by reflecting on teaching design and delivery and obtaining and analysing feedback
7. Translate knowledge of advances in the subject area into the course of study
8. Select appropriate assessment instruments and criteria, assess the work and progress of students by reference to the criteria and provide constructive feedback to students
9. Supervise the work of students, provide advice on study skills and help them with learning problems

**Research**

* Identify and conduct own or joint areas of research
* Develop research objectives and proposals of own or joint research
* Write up research work for publication
* Continually update knowledge and understanding in field or specialism
* Prepare proposals and applications to external bodies, e.g. for funding and accreditation purposes
* Engage in continuous personal development
* Write and submit titles and abstracts for conference papers

**Relationships and Team working**

* Liaise with colleagues and students
* Build internal contacts and participate in internal networks for exchange of information and to form relationships for future collaboration, for example faculty committees
* Join external networks to share information and identify potential sources of funds
* Collaborate with academic colleagues on course development, curriculum changes and the development of research activity
* Attend and contribute to subject group meetings
* May be expected to act as Module leader
* Contribute to collaborative decision-making with colleagues on academic content, and on the assessment of students’ work
* Share responsibility in deciding how to deliver modules and assess students

### Additionally the post holder will be required to:

* Fulfil the employees’ duties described in the University’s health and safety policies and co-operate with the health and safety arrangements in place within the department. May be required to undertake specific health and safety roles on request e.g. Display screen equipment assessor, departmental safety officer, fire warden
* Show a commitment to diversity, equal opportunities and anti-discriminatory practices This includes undertaking mandatory equality and diversity training
* Comply with University regulations, policies and procedures
* Where a candidate cannot demonstrate experience of teaching and /or they do not already hold a Postgraduate Certificate in Academic Practice, they will be required to undertake a Postgraduate Certificate in Academic Practice if successful. Proven experience of teaching would include sufficient breadth or depth of specialist knowledge in the discipline and of teaching methods and techniques

**PERSON SPECIFICATION – Teaching and Research Band 7**

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| **Specification** | **Essential** | **Desirable** | **Examples Measured by** |
| **Education and Training**  Formal qualifications and relevant training | * A good undergraduate degree [with at least a 2.i] * A good postgraduate degree [that includes a research element] * Teaching experience at University level * Recognised professional accreditation (where appropriate) * Expected to undertake PCAP within 2 years if limited teaching experience, unless already has a relevant qualification | * PhD in Accounting [or relevant discipline] or close to completion of a PhD degree * Experience of working outside academia | * Application * Presentation * Interview * Other |
| **Work Experience**  Ability to undertake duties of the post | **Evidence of:**   * Ability to teach effectively at undergraduate and postgraduate level * An emerging track record of high quality research output/planned research output agenda * Research experience in the Accounting & Finance Group main research themes * Excellence in learning & teaching [[from peer review, student feedback, etc.]. | * Presentations at national/ international conferences * Involvement in applying for research funding | * Application * Presentation * Interview * Other |
| **Skills and Knowledge**  Includes abilities and intellect | **Evidence of:**   * An active contribution to activities, such as forums, committees, and working/research groups * Extensive knowledge and understanding of undergraduate and postgraduate curriculum * An ability to communicate complex conceptual ideas to widely divergent audiences | * A creative research vision for development, implementation and delivery of successful research projects | * Application * Presentation * Interview * Other |
| **Personal Qualities**  Includes any specific physical requirements of the post – (subject to the provisions of the Equality Act 2010) | **Evidence of:**   * A positive contribution to activities and initiatives including open days, research conferences, international forums, graduation ceremonies etc. and expectation to undertake administrative activities * Working in an open and transparent way, providing information and communicating effectively with colleagues * Working on continuous professional development |  | * Application * Presentation * Interview * Other |