Title: Lecturer or Senior Lecturer in International Business Management (Appointment to Senior Lecturer will be determined by level of academic experience).

Grade: 8

Salary: £41,526 – £51,034 per annum

Hours: Full time

Contract length: Permanent

Location: Redmonds Building, Mount Pleasant Campus. Although staff may be asked to work in any location within the University. Mobility between locations will be subject to the exigencies of the service.

Reporting to: Programme Leader

Role Summary: The appointed person will be expected to make broad contributions to the academic work of the Liverpool Business School

Duties:

Core Academic Teaching Responsibilities:

To ensure an excellent student learning experience through:

- Planning and teaching courses in line with LJMU’s Learning Teaching and Assessment strategy, Academic Framework and quality requirements
- Lecturing/teaching/assessing at all levels and evaluating teaching and learning practice
- Leading on/contributing to programme / module development and curriculum review.
- Working with colleagues to support a strong academic programme identity
- Producing teaching materials informed by current research that motivate and inspire student learning
- Making appropriate use of technology to support learning and teaching, e.g. LJMU’s VLE
- Supervising and providing support and guidance for student learning activities, such as work-based learning and research activities and, where appropriate, placements
- Marking/assessing assignments and examinations and providing timely and constructive feedback to students
• Responding to student feedback and taking action on this
• Providing academic support and guidance for students
• Participating in ongoing professional development and evaluation of practice relating to learning, teaching and assessment in line with qualifications and experience, changes in subject/discipline, pedagogic development and innovation in learning technology. This includes participating in the improvement of teaching through the University’s observation and peer review schemes.
• Appropriate professional development support for teaching and learning matched to individual’s qualifications and experience will be provided by LJMU

Core Research Responsibilities:

To contribute to the development, implementation and delivery of research strategies which align with the University’s overarching research strategy and which will benefit the Liverpool Business School and the University in the short, medium and long term.

The main objectives for the post will be to:

• Initiate and conduct internationally recognised research and scholarship which is eligible for inclusion in the HEFCE Research Excellence Framework exercise or similar external research quality validation exercises
• Disseminate research through appropriate channels including articles in journals of international standing and internationally recognised conferences
• Promote and evidence the wider social, cultural and / or economic impact of their research through appropriate engagement with external stakeholders
• Collaborate with colleagues to identify and secure external funding through research grants and contracts and in developing collaborative research income-generating ideas
• Engage in the research culture of the University, through an ongoing programme of workshops, seminars and conferences to promote research activities at the Faculty and University level
• Ensure that the research activities of the Faculty are integral to the learning experience of all students

Post Specific Duties:

• Contributing to the development of the Liverpool Business School’s reputation for engaged scholarship and professional accreditation (which may include, for example, its expertise in applied research methodologies and/or professional membership),
• Contributing to an excellent student learning experience which is oriented to achieving high levels of employability for the Liverpool Business School's leavers,
• Working co-operatively with the post-holder’s programme leader and other programme team members to design and deliver programmes that maximise student engagement with their educational experience in order to achieve important educational outcomes.
• Contributing to the Liverpool Business School’s activities which are designed to engage with the needs of organisations, SMEs and other organisations in the private, third and public sectors (including designing and delivering courses to client organisations).
- Designing learning activities and producing teaching and learning materials which are suitable for international as well as home students.

The appointee will be allocated other academic duties, commensurate with the grade, as deemed necessary by the Director of School.

Commitment to LJMU’s values and regulations, including equal opportunities policy, the AUA (Association of University Administrators) Statement of Values and AUA CPD Framework.

Liverpool John Moores University recognises and is aware of its Social, Economic and Environmental responsibilities, the post holder is required to minimise environmental impact in the performance of the role and actively contribute to the delivery of LJMU’s Environment and Sustainability Policy.

The post-holder’s mandatory Health and Safety responsibilities, which have been agreed by the University’s Strategic Management Team, are contained in Section 2 of the University’s Safety Management Code of Practice MCP1 Organisation for the Implementation of the Health and Safety Policy.

For some of your activity, from time to time, you may be required to contribute to externally funded projects such as research or EU projects.
## Person Specification

### Introduction

The person specification describes the skills, experience, knowledge and aptitude required to perform the duties of this post effectively. The criteria order listed should not be taken to imply their relative importance.

Paid and unpaid experience may both be relevant.

**ESSENTIAL**

<table>
<thead>
<tr>
<th>Factors</th>
<th>Minimum Requirements</th>
<th>Evidence</th>
</tr>
</thead>
<tbody>
<tr>
<td>A first degree in a Business Related Subject</td>
<td>An Honours degree in a Business related area</td>
<td>Application</td>
</tr>
<tr>
<td>A Doctoral degree in a relevant Business management area</td>
<td>A PhD/DBA in relevant area</td>
<td>Application</td>
</tr>
<tr>
<td>An excellent standard of spoken and written communication and academic writing, coupled with the ability to develop these skills in students</td>
<td>An ability to communicate with staff and students from a variety of backgrounds. Previous experience of presenting information both verbally and in writing to a wide range of audiences</td>
<td>Application, interview and presentation</td>
</tr>
<tr>
<td>An ability to teach one or more of the following subject areas at undergraduate and postgraduate level: International Business Management</td>
<td>Demonstrable experience of teaching at HE level in the relevant subjects</td>
<td>Application, interview and presentation</td>
</tr>
<tr>
<td>An ability to use research or professional engagement opportunities to promote the wider social, cultural and / or economic development through programme design.</td>
<td>The ability to develop successful networks and collaborations with external stakeholders and professional bodies.</td>
<td>Application, interview and presentation</td>
</tr>
<tr>
<td>An understanding of how the outputs of scholarship and research or professional body engagement can inform curriculum development in order to enhance the learning experience of students</td>
<td>A demonstrable engagement with the student experience and the ability to bring research or professional body initiatives into teaching and learning.</td>
<td>Application, interview and presentation</td>
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<tr>
<td>An ability to undertake organisational and administrative tasks appropriate to working within Higher Education</td>
<td>Ability to learn and adapt to successful working in an HE environment</td>
<td>Application and interview</td>
</tr>
<tr>
<td>Ability to work both individually and as a member of a Programme team</td>
<td>Record of successful working in an HE or other relevant environment</td>
<td>Application and interview</td>
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<tr>
<td>Ability to use ICT as a research tool and to develop teaching materials</td>
<td>Ability to use word-processing, internet, email, databases, spreadsheets to support own workload</td>
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<td>Ability to use relevant specialist software to underpin the development and use of innovative learning methods</td>
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**DESIRABLE**

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<thead>
<tr>
<th>Factors</th>
<th>Minimum Requirements</th>
<th>Evidence</th>
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<tbody>
<tr>
<td>Experience of submitting applications for external funding through research grants and contracts, etc.</td>
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<td>Application and interview</td>
</tr>
<tr>
<td>A recognised teaching qualification or professional recognition through the Higher Education Academy (HEA) – the national professional organisation for Teaching and Learning in HE or willingness to undertake study towards one on appointment</td>
<td></td>
<td>Application</td>
</tr>
<tr>
<td>Evidence of innovation in curriculum design and delivery, particularly through the use of technology enhanced learning</td>
<td></td>
<td>Application and interview</td>
</tr>
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March 2020
Benefits to working with us:

**Annual leave:** allowance of 30 days (for grade 3-7 staff) and 35 days (for grades 8 and above) plus 8 public holidays.

**Childcare:** vouchers which are exempt from tax and national insurance (up to a value of £243 per month). You could save up to £933 per year. However, the Government closed company child care vouchers schemes to new entrants on the 04 October 2018 but eligible employees are able to participate in the government tax-free childcare arrangements.

**Pension:** access to a generous defined benefit pension scheme.

**Travel:** various interest free travel loans for annual season tickets, cycle to work scheme and reduced-rate city centre car parking.

**Flexible working:** maintain a healthy balance between work and home life with opportunities to work flexibly - including flexi time and job sharing where possible.

**Health and wellbeing:** we offer counselling and advice services, a voluntary dental plan option and free off-peak gym membership to help you keep fit.

**Professional development:** our Leadership and Development Foundation offers ILM recognised leadership and management support, mentoring, 1 to 1 coaching and a wide range of professional development courses. We take career progression seriously and encourage all staff to maintain their continuous professional development. There are opportunities to take part in accredited qualifications in Education and Training (CIEH), Leadership and Management Development (ILM), Developing Professional Practice (SEDA) and online ITQs accredited by the British Computer Society (BCS).

**Community:** there are plenty of opportunities to give back to the community through volunteering, supporting our Corporate Charities and getting involved in groups such as LJMU Together which recognises the contribution of our lesbian, gay, bisexual, and transgender staff and students, Disability Equality Group and Culturally Diverse Group. There is also an opportunity to give to charities through the Payroll Giving scheme.

**Benefits Plus:** in addition to the great benefits above, our close ties to organisations and businesses within the region and further afield means we can offer discounts for many shops, restaurants and services, free off-peak gym membership and free or discounted tickets to a range of events.

Relocating to Liverpool?

Take a look at our [relocating section](#) for everything you need to know about what it’s like to live here and how we can help you with your move.