

University Teacher in Economics (Maternity Cover)

Full time and fixed term for a period of 12 months or earlier return of the postholder

Job Ref: REQ240711

As part of the University's ongoing commitment to redeployment, please note that this vacancy may be withdrawn at any stage of the recruitment process if a suitable redeployee is identified.

School summary

Loughborough Business School is internationally-leading in research and teaching covering the disciplines of business, management, finance, accounting and economics.

We provide a high-quality education experience and undertake research that is tailored to the demands of today's business environment. The School is triple-accredited (AMBA, EQUIS and AACSB) and it is consistently rated as one of the UK's top-ten business schools in national league tables. This leading position is built and developed around a vibrant international community that provides an excellent environment for progressing an academic career.

Job Description

Job Grade: Specialist and Supporting Academic 7

Job Purpose

To contribute to, develop and enhance the activities of the School through bringing direct academic and professional experience to the School's taught programmes and enterprise activities. To assist with the development of teaching activities. To provide teaching, which may include teaching to post-experience students at the Master's level, administrative and mentoring support.

Areas of Specialisation

The teaching component of this job includes a broad range of areas within the field of Economics. There is an expectation that the successful candidate will have significant experience in teaching delivery to different levels of student, from undergraduate and MSc to MBA and Executive programmes.

Job Duties

Learning and Teaching

- To teach undergraduate, postgraduate and post-experience students and participate in associated examining and assessment processes. This will include the supervision and assessment of business projects including those carried out by degree apprenticeship students.
- To use appropriate and innovative methods and techniques in teaching and assessment

- To engage in the evaluation and development of modules for which responsible in terms of content, delivery and assessment
- To act as Responsible Examiner for specific modules and coordinate all activities relating to such modules, including Bought-in-Teachers
- To be responsible for the design and content of specific areas of teaching and learning in the School's undergraduate and postgraduate programmes
- To cooperate with colleagues in the continuous review and development of the School's taught programmes and the curriculum.

Student Support

- To prepare and deliver apprenticeship workshops and induction sessions as appropriate
- To provide academic support and advice to students on modules for which responsible
- To act as a Personal Tutor to allocated students in the School where required
- To act as a Placement Visit Tutor to allocated students in the School where required

Scholarship and Enterprise

- To engage in scholarly activities appropriate to ensure the integration of practice with current research evidence.
- To participate in the enterprise activities of the School, including executive education

Other Functions

- To carry out specific administrative roles and functions as required in relation to learning and teaching, student support, and scholarship and enterprise.
- To engage in appropriate training activities as required by the School in order to discharge responsibilities and contribute to the objectives of the School
- To undertake such other duties as may be reasonably requested and that are commensurate with the nature and grade of the post.

Points to Note

The purpose of this job description is to indicate the general level of duties and responsibility of the post. The detailed duties may vary from time to time without changing the general character or level of responsibility entailed.

Special Conditions

All staff have a statutory responsibility to take reasonable care of themselves, others and the environment and to prevent harm by their acts or omissions. All staff are therefore required to adhere to the University's Health, Safety and Environmental Policy & Procedures.

All staff should hold a duty and commitment to observing the University's Equality & Diversity policy and procedures at all times. Duties must be carried out in accordance with relevant Equality & Diversity legislation and University policies/procedures.

Successful completion of probation will be dependent on attendance at the University's mandatory courses which include Respecting Diversity and, where appropriate, Recruitment and Selection.

Organisational Responsibility

Reports to Head of Economics Discipline Group

Person Specification

Your application will be reviewed against the essential and desirable criteria listed below. Applicants are strongly advised to explicitly state and evidence how they meet each of the essential (and desirable) criteria in their application. Stages of assessment are as follows:

- 1 – Application
- 2 – Test/Assessment Centre/Presentation
- 3 – Interview

Essential Criteria

Area	Criteria	Stage
Experience	Experience of teaching in the UK University sector	1, 2
	Experience of networking within relevant business fields	1, 2, 3
	Experience of working with senior managers within a practitioner context	1, 2, 3
	Excellent communication and interpersonal skills which give you the ability to engage with students, colleagues, business and other agencies on a wide variety of matters	1, 3
	Experience of supervising postgraduate project students, providing training and teaching as appropriate	1, 3
Skills and abilities	Knowledge of current pedagogical practice	1, 2, 3
	Ability to teach undergraduate and postgraduate students, including students on MBA and Executive programmes	2
	Ability to deliver both skills-based and academic materials to postgraduate students	1, 3
	Commitment to and evidence of continuing professional development (both in teaching and your area of applied professional practice)	1, 3
	Ability to work independently and as part of a team	3
	In-depth knowledge of the relevant academic area	3
	The ability to foster positive relationships with staff and students	3
	The ability to communicate clearly verbally and in writing	2, 3
	The ability to think quickly and to respond to technical/theoretical questions about the relevant academic area	3
	Relevant IT skills	3
Training	Willingness to undertake training as appropriate	3
Qualifications	Relevant MSc, equivalent professional qualification or equivalent work experience	1
Other	Commitment to equal opportunities; health and safety	3

Desirable Criteria

Area	Criteria	Stage
Experience	Experience of teaching on MBA and Executive programmes	1
Skills and abilities	Experience with e-learning, including creating on-line material, podcasts, etc.	1
Qualifications	Qualification in teaching or related area	1
Training	Completion of recognised training programme for academic staff	1

Conditions of Service

The position is full time and fixed term for a period of 12 months or the earlier return of the postholder. Salary will be on Specialist and Supporting Academic job family grade 7 (£45,585 - £54,395 per annum), a starting salary to be confirmed on offer of appointment.

The University is committed to enabling staff to maintain a healthy work-home balance and has a number of family-friendly policies which can be found [here](#).

The University offers a wide range of employee benefits which can be found [here](#).

We offer an on-campus nursery with subsidised places, subsidised places at local holiday clubs and a childcare voucher scheme - further details are available [here](#).

In addition, the University is supportive, wherever possible, of flexible working arrangements. We also strive to create a culture that supports equality and celebrates diversity throughout the campus. The University holds a Bronze Athena SWAN award which recognises the importance of support for women at all stages of their academic career. For further information on Athena SWAN see <http://www.lboro.ac.uk/services/hr/athena-swan/>