JOB DESCRIPTION

Vacancy reference:	SRF32577
Post Title:	Lecturer in Finance (Teaching Intensive)
Grade:	7
School/Department:	Henley Business School/ICMA Centre
Reports to:	Carol Padgett
Responsible for:	N/A

Purpose

We are seeking to employ a lecturer in finance who will undertake teaching and scholarship in a range of undergraduate and postgraduate modules. Applicants should have experience of teaching subjects such as corporate finance and risk management in a higher education setting.

Main duties and responsibilities

The post-holder will be expected to:

- Teach, assess and provide developmental feedback to undergraduate and postgraduate students in a range of modules.
- Review and update module content and materials, applying knowledge gained from relevant research and scholarship, together with insights gained from module evaluations and peer evaluations.
- Engage with new developments in teaching and learning, this includes working towards Fellowship of Advance HE if not already achieved.
- Support students' academic and professional development, particularly as an academic tutor
- Work with colleagues to enhance the collegial and supportive working environment in the ICMA Centre. This includes, but is not limited to attendance at programme and department meetings and student-facing events such as departmental welcomes and graduation.
- Undertake outreach activities such as giving presentations at open and visit days.

Supervision received

The post-holder will receive general guidance from the Head of the ICMA Centre and more specific guidance and mentoring from senior staff with administrative responsibilities for teaching and learning.

Supervision given

N/A

Contact

The work will involve liaison and coordination with academic and administrative staff in the ICMA Centre and other parts of Henley Business School, mainly on the Whiteknights campus, and potentially with the University of Reading Malaysia.

Terms and conditions

Fulltime fixed-term. The terms and conditions will be standard terms and conditions for a fixed-term Lecturer at the University of Reading.

This document outlines the duties required for the time being of the post to indicate the level of responsibility. It is not a comprehensive or exhaustive list and the line manager may vary duties from time to time which do not change the general character of the job or the level of responsibility entailed.

Date assessed:

PERSON SPECIFICATION

Job Title		School/Department	
Lecturer in Finance (Teaching Intensive)		**Henley Business School/ICMA Centre**	

Criteria	Essential	Desirable
Skills Required	• Ability to teach at undergraduate and postgraduate levels and to engage with good practice in teaching and learning	
Attainment	• Have or be close to submission of PhD or equivalent in finance	• An accredited HE teaching qualification
Knowledge	• Broad knowledge of finance theory and applications • Understanding of global markets and the economy	• Corporate finance • Risk management • Sustainable/ethical finance
Relevant Experience	• Teaching in the HE sector	• Large group teaching experience • Outreach in the HE context • Work experience in the finance industry
Disposition	• Enthusiasm for, and commitment to high quality teaching • Collegial attitude to work • Ability to work in a multi-cultural environment • Willingness to attend occasional outreach or community events during the evening or at weekends	
Other	• Willingness to undertake administrative duties as directed by the line manager	

Completed by: Carol Padgett   Date:05/05/2020