

# JOB DESCRIPTION

<b>Vacancy reference:</b>	SRF36342
<b>Post Title:</b>	Lecturer in Coaching & Behavioural Change
<b>Grade:</b>	7
<b>School/Department:</b>	Henley Business School, LOB (Leadership, Organisations & Behaviour)
<b>Campus:</b>	Greenlands
<b>Reports to:</b>	Head of Department
<b>Responsible for:</b>	n/a

## Purpose

The post will provide academic input to the expanding teaching activities of the Henley Centre for Coaching and Behavioural Change. The ideal candidate will be able to make a major contribution to teaching activities of the Centre and pastoral and other support for students.

## Main duties and responsibilities

Applicants should expect to contribute to the following areas; teaching, and associated administration roles.

Teaching will encompass all levels of taught programmes at the Centre, both classroom and online. This includes the:

- Professional Certificate in Executive Coaching
- Professional Certificate in Supervision
- Team, Board & Systemic Team Coaching
- MSc in Coaching and Behavioural Change

These programmes are delivered in the UK and internationally. The successful applicant will be expected to undertake teaching duties in the UK and abroad.

This post will also have also have responsibility for supervising student projects and dissertations, assessment, and various associated administrative roles. Administration may include elements of module convening, and a variety of necessary roles e.g. Programme director, Academic Tutor, Examinations officer, etc, within the department.

The role may also include other teaching and administrative duties. Exact contributions will be agreed with the Head of Department.

## Supervision received

Newly appointed staff will have mentors. Supervision for the role will mainly be from the Director of the Henley Centre for Coaching and Behavioural Change. General guidance will be available from the Head of Department and other experienced staff.

## Contact

The work will involve liaison with other staff in the Henley Business School and wider University, and contact with a range of external bodies.

**Terms and conditions**

The terms and conditions will be standard terms and conditions for a lecturer at the university. Although the post is full-time, requests to perform the role on a part time and/or job-share basis will be considered.

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 Head of Department may vary duties from time to time, which does not change the general character of the job or the level of responsibility entailed.

**Date assessed:** N/A

AG/JG/29/06/21

# PERSON SPECIFICATION

Job Title		School/Department
Lecturer in Coaching & Behavioural Change		HBS/LOB (Leadership, Organisations & Behaviour)
Criteria	Essential	Desirable
Skills Required	<ul style="list-style-type: none"> <li>• Highly developed analytical skills</li> <li>• Outstanding written communications</li> <li>• Excellent team working skills.</li> <li>• An open, creative and innovative approach to professional tasks.</li> <li>• Ability to translate psychological models and theory into meaningful applications for post-experience, corporate clients.</li> <li>• The ability to show initiative, and take responsibility in professional activities.</li> <li>• Excellent executive education teaching skills and ability to deliver to large and small groups.</li> <li>• Well-developed interpersonal and communication skills.</li> </ul>	<ul style="list-style-type: none"> <li>• Chartered psychologist (or equivalent)</li> <li>• Experience in one or more specific behavioural change/coaching models or frameworks.</li> </ul>

<b>Knowledge</b>	<ul style="list-style-type: none"> <li>• Knowledge of the various sub-disciplines sufficient to teach related areas such as coaching, mentoring personal development, leadership, applied psychology, neuroscience, group dynamics, team development, team coaching.</li> </ul>	<ul style="list-style-type: none"> <li>• Ability to contribute to inter-disciplinary research projects.</li> <li>• Ability to participate in development of successful bids for external research funds.</li> </ul>
<b>Relevant Experience</b>	<ul style="list-style-type: none"> <li>• Experience of working with businesses and commercial clients at senior levels.</li> <li>• Evidence of innovative approaches to teaching and learning.</li> <li>• Evidence of teaching experience at Post-Graduate level (Level 7 Professional Programmes)</li> </ul>	<ul style="list-style-type: none"> <li>• Cross –cultural teaching and coaching experience.</li> <li>• Supervision of Masters dissertations/projects</li> </ul>
<b>Disposition</b>	<ul style="list-style-type: none"> <li>• Flexible approach to work.</li> <li>• Team player.</li> <li>• Can-do approach to delivery</li> </ul>	
<b>Other</b>	<ul style="list-style-type: none"> <li>• Willingness to undertake administrative duties to develop programmes.</li> <li>• Willingness to work across campuses (Greenlands &amp; Whiteknights).</li> <li>• Willingness to travel abroad for teaching.</li> </ul>	

Completed by: Andrew Godley, Head of Department, LOB

Date: 26/06/21

