

JOB DESCRIPTION

Vacancy reference:	SRF32472
Post Title:	TEACHING FELLOW IN INTERNATIONAL BUSINESS AND STRATEGY
Grade:	Grade 6
School/Department:	Henley Business School (IBS) International Business and Strategy
Reports to:	Head of School
Responsible for:	N/A

Purpose

International Business and Strategy unit is seeking to appoint a Teaching Fellow to contribute to delivery of undergraduate and/or postgraduate programmes. The ideal candidate will be able to support teaching and programme development in the areas of Business Statistics and International Management, to contribute to our developing knowledge and programme design and delivery.

The Teaching Fellow role will include the following: teaching, elements of knowledge creation, and/or administration. Exact contributions will be agreed with the Head of Department.

Teaching duties will consist of provision of lectures, tutorials, project/dissertation supervision and personal tutoring, together with the provision of the appropriate assessment and feedback.

Administration will involve work on large-scale module in the Business and Management domain.

Supervision received

Newly appointed staff will have mentors for both teaching and scholarship. Supervision for the role will be a senior member of staff, and the individual will receive general guidance from the Head of School and other experienced staff.

Contact

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

Terms and conditions

The terms and conditions will be standard terms and conditions for a Teaching Fellow post at the University. 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 a duty from time to time which does not change the general character of the job or the level of responsibility entailed.

PERSON SPECIFICATION

Job Title	School/Department
TEACHING FELLOW IN INTERNATIONAL BUSINESS AND STRATEGY	INTERNATIONAL BUSINESS AND STRATEGY

Criteria	Essential	Desirable
Skills Required	<ul style="list-style-type: none"> • Excellent interpersonal and communication skills • The ability to show initiative, and take responsibility in professional activities • An open, creative and innovative approach to professional tasks • Good team working skills. • Excellent presentational skills and ability to deliver to large and small groups • An ability to work well with colleagues across the business school in developing and maintaining a suite of programmes. 	<ul style="list-style-type: none"> • An ability to build strong relationships with internal or external stakeholders
Attainment	<ul style="list-style-type: none"> • PhD in a relevant subject area 	
Knowledge	<ul style="list-style-type: none"> • Good knowledge of specialism 	<ul style="list-style-type: none"> • Scholarship interests which complement the profile of the school • Ability to participate in inter-disciplinary scholarship projects

Relevant Experience	<ul style="list-style-type: none"> • Experience of teaching in the areas of Business Statistics and 	<ul style="list-style-type: none"> • Working with students from an international background.
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	<p>Business and Management.</p> <ul style="list-style-type: none"> • Potential to publish in internationally recognized outlets. 	<ul style="list-style-type: none"> • Supervision of dissertations/projects at an undergraduate or postgraduate level • Evidence of innovative approaches to teaching and learning
Disposition	<ul style="list-style-type: none"> • Flexible approach to work • Team player • Enthusiastic 	
Other	<ul style="list-style-type: none"> • Willingness to undertake administrative duties • Eligible for UK work permit 	

Completed by: James T. Walker, Head of International Business and Strategy

Date: 31 March 2020