

JOB DESCRIPTION

Vacancy reference:	SRF34118
Post Title:	Associate Professor in Operations Management
Grade:	8
School/Department:	Henley Business School/Business Informatics, Systems and Accounting (BISA)
Reports to:	Head of BISA
Responsible for:	n/a

Purpose

We are seeking to appoint an Associate Professor in Operations Management who will undertake teaching primarily on MBA modules in the area of process and operations management, with associated responsibilities in administration.

This post is designated as teaching intensive.

Main duties and responsibilities

A successful appointee is expected to contribute to teaching and administration, and where appropriate and suitable on academic research.

The appointee is expected to:

- Teach a range of modules in the broad area of operations management primarily in MBA programmes that includes Executive, Flexible, and Full-Time programmes, but also in undergraduate and pre-experience master's programmes as agreed by the Head of Business Informatics, Systems and Accounting (BISA); this is expected to involve overseas travel as well as weekend teaching at various locations;
- Take on administrative duties and academic citizenship activities as well as academic leadership roles as appropriate;
- Engage in scholarship to remain at the forefront of the subject area; where the appointee is research active, conduct independent research in the broad area of process and operations Management.

Teaching may include a combination of undergraduate and postgraduate teaching in the area of process and operations management on various programmes, seminars, tutorials, project/dissertation supervision at Master's and Doctoral level and personal tutoring, together with appropriate assessment and feedback. Providing students with an effective learning experience is expected, by fully engaging with their teaching/learning and seek to enhance their practice, building on feedback from a range of sources. For those with appropriate experience, there will be opportunities for teaching in Executive Education programmes.

Administration will include management of teaching programmes, client relationships and module convening and may include other roles within the Department or School, along with business engagement and programme outreach activities as appropriate.

For research active candidates, research will involve the planning and conduct of individual and collaborative research projects expected to lead to the regular publication of articles in internationally recognised and refereed academic journals in the area of operations management and related fields such as supply chain

management, operations strategy, process management, digitalisation and Industry 4.0. Research active candidates will be involved in the production of working papers leading to such outputs and, where appropriate, to outputs in professional and/or practitioner journals. Preparation of research proposals and funding applications appropriate to the field and level will also be expected, as well as developing evidence to demonstrate the impact of research.

Supervision received

Newly appointed staff will receive general guidance from the Head of BISA and other experienced staff.

Supervision given

Contact

The work will involve liaison and coordination with academic and administrative staff in Henley Business School, and may involve colleagues across the University on both the Greenlands and Whiteknights campuses, University of Reading Malaysia, as well as within Henley's international partner network. It will also involve contact with a range of external organisations including commercial clients, accreditation bodies, professional bodies and employers.

Terms and conditions

The terms and conditions will be standard terms and conditions for an Associate Professor 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: 22/10/2020

PERSON SPECIFICATION

Job Title	School/Department
Associate Professor in Operations Management	Henley Business School/Business Informatics, Systems and Accounting

Criteria	Essential	Desirable
Skills Required	<ul style="list-style-type: none"> • Demonstrable ability in excellent Teaching & Learning practice, impacting on the student experience/ outcomes • Demonstrable ability in contributing to teaching and learning strategic initiatives at disciplinary, interdisciplinary, School or University levels • Demonstrable ability to develop and apply new pedagogies or innovative teaching methods appropriate for the target audience • Strong oral and written communication skills • Excellent presentation skills • Excellent team-working skills 	<ul style="list-style-type: none"> • Demonstrable ability to publish in leading international peer-reviewed academic journals • Demonstrable ability to conduct research leading to significant academic and professional impact • Demonstrable ability to secure external research funding • Demonstrable ability to manage collaborative research projects

Attainment	<ul style="list-style-type: none"> • PhD/DBA in Operations Management or closely related subject (or near completion), or a significant industrial experience relevant to the area of operations management 	<ul style="list-style-type: none"> • MBA • PhD/DBA in operations management or closely related subject • A higher education teaching qualification such as Fellowship of Higher Education Academy • Research capability demonstrated through publications in high quality journals and conferences
Knowledge	<ul style="list-style-type: none"> • Specialist knowledge of operations management and related fields (such as supply chain management, operations strategy, process management, digitalisation and Industry 4.0) to be able to provide teaching at MBA level • Knowledge of business practice and corporations in relation to operations management 	<p>Knowledge of sub-disciplines and cognate areas sufficient to teach outside areas of expertise</p>
Relevant Experience	<ul style="list-style-type: none"> • Teaching experience at an HE institution • Teaching MBA students • Teaching for corporate or business audience • Industrial experience relevant to the subject area and areas of teaching 	<ul style="list-style-type: none"> • Participation in collaborative research projects • Teaching students from international background • Supervision of masters and doctoral students

Disposition	<ul style="list-style-type: none"> • Enthusiasm for and commitment to high-quality teaching • Enthusiasm and commitment to play a full part in developing the operations management profile in one of the world's leading full-service business schools • Ability to work collaboratively and effectively in a multi-cultural and multidisciplinary environment • Ability and willingness to take on work from time to time that may involve weekends such as overseas travel and teaching and other external and internal engagement activities • Collegial attitude to work 	
Other	<ul style="list-style-type: none"> • Willingness to undertake administrative duties as appropriate and required • Willingness to travel and undertake teaching at overseas locations of Henley Business School 	<ul style="list-style-type: none"> • Demonstrable potential in developing an independent research agenda

Completed by: Keiichi Nakata	Date: 22/10/2020
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