

JOB DESCRIPTION

Vacancy reference:	SRF28481
Post Title:	Lecturer in Management Accounting (Teaching intensive)
Grade:	7
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 a part-time Lecturer in Management Accounting who will be teaching on undergraduate and postgraduate modules in the area of accounting and financial management with a primary focus on management accounting with associated responsibilities in administration. The post is part-time of 0.6 FTE and, fixed term of up to 24 months. It is designated as teaching intensive.

Main duties and responsibilities

A successful appointee is expected to contribute to teaching, scholarship and administration.

The appointee is expected to:

- Teach a range of modules in management accounting as well as in the broad area of accounting and financial management as agreed by the Head of Business Informatics, Systems and Accounting (BISA);
- Engage in scholarship to keep up-to-date with latest developments and thinking in accounting, leading to innovation in teaching and learning;
- Take on administrative duties and academic citizenship activities appropriate for his/her expertise and experience.

Teaching may include a combination of undergraduate and postgraduate teaching in management accounting as well as the broad area of accounting and financial management on various programmes. Teaching may include lectures, seminars and tutorials together with appropriate assessment and feedback. This may involve providing support for modules offered at offshore locations such as China and Malaysia. 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.

Scholarship involves engagement with the current thinking and research in their field to inform teaching and learning, and where appropriate contribute to business practice through industry reports and white papers.

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

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 a lecturer at the University of Reading. The 0.6 contract is for a fixed-term of up to 24 months and must start no later than 1 October 2019.

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: 15/5/2019

PERSON SPECIFICATION

Job Title	School/Department
Lecturer in Management Accounting (Teaching intensive)	Henley Business School/Business Informatics, Systems and Accounting

Criteria	Essential	Desirable
Skills Required	<ul style="list-style-type: none"> • Demonstrable ability to teach at a high standard at UG and PG level, and to a variety of audiences • Strong oral and written communication skills • Excellent presentation skills • Excellent team-working skills 	<ul style="list-style-type: none"> • Demonstrable ability to conduct research leading to academic and professional impact
Attainment	<ul style="list-style-type: none"> • A university degree • A professional qualification in accounting or PhD/DBA in accounting or closely related subject 	<ul style="list-style-type: none"> • A higher education teaching qualification such as Fellowship of Higher Education Academy
Knowledge	<ul style="list-style-type: none"> • Specialist knowledge of management accounting and related areas sufficient to be able to provide teaching at all levels 	<ul style="list-style-type: none"> • Knowledge of sub-disciplines and cognate areas sufficient to teach outside areas of expertise
Relevant Experience	<ul style="list-style-type: none"> • Teaching experience at an HE institution • Proven experience of teaching professionally accredited modules in accounting 	<ul style="list-style-type: none"> • Teaching students from international background • Supervision of undergraduate and master's 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 accounting and financial 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 • Collegial attitude to work 	<ul style="list-style-type: none"> • Ability and willingness to take on work from time to time that may involve weekends, such as participation in Open Days and other external and internal engagement activities
Other	<ul style="list-style-type: none"> • Willingness to undertake administrative duties as appropriate and required 	<ul style="list-style-type: none"> • Willingness to travel and undertake teaching at overseas locations of Henley Business School

Completed by: Keiichi Nakata	Date: 15/5/2019
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