

JOB DESCRIPTION

Vacancy reference:	SRF29496
Post Title:	Lecturer in Accounting (BIT/Teaching Intensive)
Grade:	Grade 7
School/Department:	Henley Business School/Business Informatics, Systems and Accounting (BISA)
Reports to:	Head of BISA

Purpose

We are seeking to appoint a Lecturer in Accounting who will undertake teaching and scholarship on undergraduate and postgraduate modules in the area of accounting and financial management, with associated responsibilities in administration. The applicant is expected to have teaching experience in higher education or demonstrable evidence of teaching suitable for higher education. This post is designated as teaching intensive.

The post holder will be required to contribute to the delivery of BA Accounting programme in collaboration with Beijing Institute of Technology (BIT) in China. This successful programme which started in 2013 is being delivered at BIT campuses in Beijing by a combination of Henley and BIT staff. The post holder will spend a term teaching each year at BIT and contribute to teaching and other related activities in Reading for the remainder of the year. Whilst all the teaching and work can be carried out in English, the postholder should be prepared to live in a Chinese-speaking environment as well as cultural and urban living conditions in Beijing during the secondment to BIT.

Main duties and responsibilities

Applicants should expect to contribute to teaching, scholarship and administration.

The ideal candidates will:

- Liaise, as appropriate, with the academic and administrative colleagues at BISA as well as at BIT.
- Provide support to the operation of BA Accounting programme at BIT.
- Teach a range of modules in the broad area of accounting and financial management as agreed by the Head of BISA; for this post, being able to cover the areas of audit, assurance and ethics will be an advantage;
- Engage in scholarship to keep up-to-date with latest developments and thinking in accounting, leading to innovation in teaching and learning;
- Participate in the teaching and assessments of the modules and support the compliance with the University's teaching quality assurance standards and procedures.
- Be collegiate and be sensitive to diverse cultures and the needs of international students.

Teaching includes the preparation and delivery of lectures, workshops, seminars and tutorials at undergraduate and postgraduate levels and supervision of student projects together with appropriate

assessment and feedback. Applicants will be expected to provide academic support to students and engage with the academic tutoring system.

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 School, along with employer engagement/programme outreach activities as appropriate.

Henley Business School is a large diverse community including students, faculty, professional and administrative staff, alumni and a wide range of corporate contacts. As part of the Business School community, all faculty are expected to play an active part in that community both internally and externally.

Supervision received

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

Contact

The work will involve liaison and coordination with academic and administrative staff in Henley Business School and Beijing Institute of Technology, 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, accounting bodies and employers.

Terms and conditions

The terms and conditions will be standard terms and conditions for a 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: June 2019

PERSON SPECIFICATION

Job Title	School/Department
Lecturer in Accounting (BIT/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"> • Ability to conduct research leading to publications
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 professional qualification in accounting • A higher education teaching qualification such as Associate Fellowship of Higher Education Academy
Knowledge	<ul style="list-style-type: none"> • Specialist knowledge of accounting and financial management sufficient to be able to provide teaching 	<ul style="list-style-type: none"> • Knowledge and ability to teach audit/assurance, ethics and/or financial reporting • Knowledge of sub-disciplines and cognate areas sufficient to teach outside areas of expertise

Relevant Experience	<ul style="list-style-type: none"> • Teaching experience in an HE institution or demonstrable evidence of teaching suitable for higher education. • Teaching students from an international background 	<ul style="list-style-type: none"> • Proven experience of teaching professionally accredited modules in accounting • Supervision of undergraduate and master's student projects
Disposition	<ul style="list-style-type: none"> • Enthusiasm for teaching in different cultural settings • Enthusiasm for and commitment to high-quality teaching and scholarship • Enthusiasm and commitment to play a full part in developing the accounting area 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 	
Other	<ul style="list-style-type: none"> • Commitment to spend a term in Beijing each year • Willingness to undertake administrative duties as required 	<ul style="list-style-type: none"> • Understanding of Chinese language and culture

Completed by: Keiichi Nakata	Date: June 2019
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