

JOB DESCRIPTION

Vacancy reference:	SRF29819
Post Title:	Lecturer in Accounting and Taxation (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 and Taxation who will undertake teaching and scholarship on undergraduate and postgraduate modules in the area of accounting and taxation, 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.

Main duties and responsibilities

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

The ideal candidates will:

- Teach a range of modules in the broad area of accounting and taxation as agreed by the Head of BISA; for this post, being able to cover the areas of introductory financial accounting and introductory and advanced taxation 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;
- 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 accounting and taxation on various programmes, seminars, and tutorials, together with appropriate assessment and feedback, project/dissertation supervision at postgraduate level by fully engaging with their teaching/learning. For those with appropriate experience, there will be opportunities for teaching in MBA and Executive Education programmes. 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 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.

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: July 2019

PERSON SPECIFICATION

Job Title	School/Department
Lecturer in Accounting and Taxation (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 accounting and taxation 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 taxation 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

<p>Relevant Experience</p>	<ul style="list-style-type: none"> • Teaching experience in an HE institution or demonstrable evidence of teaching suitable for higher education. 	<ul style="list-style-type: none"> • Proven experience of teaching professionally accredited modules in accounting • Teaching students from an international background • Supervision of undergraduate and master's student projects
<p>Disposition</p>	<ul style="list-style-type: none"> • 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 	
<p>Other</p>	<ul style="list-style-type: none"> • Willingness to undertake administrative duties as 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: June 2019
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