

## Candidate Information

<b>Position:</b>	Lecturer/Senior Lecturer in Business Analytics
<b>School/Department:</b>	Management
<b>Reference:</b>	20/108289
<b>Closing Date:</b>	Wednesday 12 August 2020
<b>Salary:</b>	Lecturer: £36,914 - £51,034 per annum. Senior Lecturer: £52,560 - £60,905 per annum.
<b>Anticipated Interview Date:</b>	Wednesday 26 August – Friday 28 August 2020

### Job Purpose:

To undertake research in line with the School's research strategy, to teach at undergraduate and postgraduate level in areas embedded in and related to Business Analytics and data science, and to contribute to the School's administration and outreach activity.

### Main Activities/Responsibilities

#### Research:

1. Develop and contribute to the research strategies of the School and develop a reputation as an expert in own subject area which is clearly related to business analytics and data science.
2. Develop and sustain an extensive track record of published research findings by publishing in high quality refereed journals and other outlets, as well as presenting own research at national and international conferences.
3. Develop innovative research proposals and lead and coordinate funding bids.
4. Undertake supervision of doctoral students.
5. Direct, coach and develop research staff, where appropriate.
6. Ensure that research projects are completed on time and within budget.

#### In addition to the above activities, candidates applying for the Senior Lecturer post, must also:

7. Possess an extensive track record of published research findings by publishing in internationally-ranked refereed journals and presenting at national/international conferences.
8. Act as referee and contribute to peer assessment of research.

#### Teaching:

1. Routinely communicate complex and conceptual material to students using high level skills and a range of media (online, face-to-face).
2. Develop and deliver a range of teaching and learning activities specifically relating to Business Analytics and data science and related subjects at both undergraduate and postgraduate levels. This may include, lectures, tutorials, computer based sessions, workshops, interactive online sessions, supervised groupwork etc.
3. Develop and implement an appropriate (and innovative) assessment strategy to assess student performance in specific modules.
4. Contribute, where appropriate, to the delivery and development of the Executive Education portfolio.
5. Supervise Masters level dissertations relating to Business Analytics and data science.
6. Contribute to the enhancement of the student learning experience, ensuring that course design and delivery comply with the appropriate benchmarks and regulations.
7. Develop and advise others on learning and teaching tasks and methods.
8. Act as internal examiner for undergraduate and postgraduate programmes of study.

#### Administration/Contribution to Community:

1. Provide pastoral care for students within own area to ensure, as far as practicable, that issues are dealt with in a timely, sympathetic and effective manner.

2. Contribute to the School's outreach strategy by designing or delivering community outreach and engagement programmes and developing external links.
3. Contribute to the development and running of the School and Subject area by taking on an appropriate (and significant) coordinating role. This may include, for example, Advisor of Studies, Exams Liaison Officer, Programme Director etc.
4. Undertake routine School administrative duties, including, course administration, maintaining effective records relating to student performance and attendance, participation at relevant committees, for example, Exams Boards, Staff Student Consultative Committees etc.

**In addition to the above activities, candidates applying for the Senior Lecturer post, must also:**

5. Act as mentor or appraiser to colleagues, including tutors and teaching assistants, advising on their personal development and ensuring that they are meeting the standards required.

**Planning and Organising:**

1. Plan and set teaching and research objectives annually and over a 3-5 year period.
2. Plan and manage own teaching, learning and assessment activities in accordance with School requirements.
3. Prepare research proposals for submission to external funding.
4. Design and develop new modules and enhance other modules in relevant degree programmes in line with the University and School Education Strategies.
5. Plan and coordinate appropriate student support administration.

**In addition to the above activities, candidates applying for the Senior Lecturer post, must also:**

6. Be involved in strategic planning for the School/work unit and contribute to the University's strategic planning process, where appropriate.
7. Contribute to the management of quality, audit and other external assessments.

**Resource Management Responsibilities:**

1. Provide academic leadership to those working within programme areas, as course leader or equivalent, by for example co-ordinating the work of others to ensure that courses are delivered effectively or organising the work of a team by agreeing objectives and work plans.
2. Develop and manage staff and resources, in support of major research, teaching and administrative activities.

**In addition to the above activities, candidates applying for the Senior Lecturer post, must also:**

3. Contribute to the overall management of the School/work unit, in area such as budget and business planning.

**Internal and External Relationships:**

1. Lead and develop internal networks, for example, by participating in University, Faculty and School committee/s.
2. Lead and develop links with external networks, for example, with external examiners and assessors.
3. Develop links with external contacts such as other educational bodies, national and international business community, and professional bodies to foster collaboration.

**Essential Criteria:**

**Lecturer**

1. PhD completed in Management or related field, or within 6 months of completion.
2. Ability to publish research publications of international standard in area of specialism, preferably in business analytics.
3. Demonstrate an ability to secure external research income.
4. Ability to teach and assess courses/modules in broad based and specific to business analytics and related fields at University level.
5. Evidence of appropriate administrative contribution.
6. Evidence of a detailed knowledge of Business Analytics and Data Science.
7. Experience of data management, statistical analysis, data visualisation or machine learning.
8. Proficiency in related technologies (e.g. SAS, SPSS, Python or similar).
9. Ability to advance the research and teaching goals of the School.
10. Ability to strengthen the School's national and international research networks.

11. Must demonstrate evidence of ability to communicate clearly and effectively to a range of stakeholders, but particularly to students.

12. Ability to provide effective leadership.

13. Evidence of good interpersonal skills and the ability to work both independently and as part of a team.

#### **Senior Lecturer**

1. PhD completed in Management or related field.

2. Extensive record of research publications in internationally-ranked refereed journals, preferably in Business Analytics.

3. Potential to generate external research income.

4. Teaching and assessment experience at undergraduate and postgraduate levels in areas directly related to business analytics and/or data science.

5. Evidence of appropriate administrative and academic leadership at a strategic level.

6. Contribution to a range of community outreach programmes/initiatives.

7. Evidence of a detailed knowledge of Business Analytics and Data Science.

8. Experience of data management, statistical analysis, data visualisation or machine learning.

9. Proficiency in related technologies (e.g. SAS, SPSS, Python or similar).

10. Ability to advance the research and teaching goals of the School.

11. Ability to strengthen the School's national and international research networks.

12. Must demonstrate evidence of ability to communicate clearly and effectively to a range of stakeholders, but particularly to students.

13. Ability to provide effective leadership.

14. Evidence of good interpersonal skills and the ability to work both independently and as part of a team.

#### **Desirable Criteria:**

#### **Lecturer**

1. PhD in Business Analytics or data science.

2. Have undertaken (or currently undertaking) PhD supervision, as primary supervisor or as part of a supervisory team.

3. Ability to contribute and deliver executive education programmes.

4. Experience of working with 'big data' or cloud technologies (e.g. Amazon web services).

#### **Senior Lecturer**

1. PhD in Business Analytics or data science.

2. Have undertaken (or currently undertaking) PhD supervision, as primary supervisor or as part of a supervisory team.

3. Curriculum and new programme leadership.

4. Ability to contribute and deliver executive education programmes.

5. Experience of working with 'big data' or cloud technologies (e.g. Amazon web services).