



## Candidate Information

<b>Position:</b>	Lecturer (Education) in Entrepreneurship
<b>School/Department:</b>	Management
<b>Reference:</b>	20/108290
<b>Closing Date:</b>	Wednesday 12 August 2020
<b>Salary:</b>	£36,914 - £51,034 per annum.
<b>Anticipated Interview Date:</b>	Wednesday 26 August – Friday 28 August 2020

### **JOB PURPOSE:**

To deliver courses/modules on Entrepreneurship across the degree programmes offered by the Queen's Management School and to roll out the School's entrepreneurship initiative.

### **MAJOR DUTIES:**

#### **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 in Entrepreneurship and closely related subjects at both undergraduate and postgraduate levels. This may include, lectures, tutorials, workshops, interactive online sessions, supervised group work etc.
3. Develop and implement an appropriate (and innovative) assessment strategy to assess, both formatively and summatively, student performance in specific modules.
4. Contribute, where appropriate, to the delivery and development of the Executive Education portfolio.
5. Supervise Masters level dissertations from the taught postgraduate portfolio.
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.
9. Help to develop appropriate teaching approaches and contribute to curriculum development.

#### **Scholarly Activity:**

1. Engage in scholarly activity e.g. participate in conferences, external funding applied for, book reviews and teaching/professional materials published.
2. Develop networking links with relevant professional bodies and businesses to ensure that own teaching reflects current best practice in area of subject specialism.
3. Maintain and develop teaching and subject expertise.

#### **Administration/Contribution to the 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.

#### **Planning and Organising:**

1. Plan and set teaching and scholarly activity 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. Design and develop new modules and enhance other modules in relevant degree programmes in line with the University and School Education Strategies.
4. Plan and coordinate appropriate student support administration.

**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 teaching, assessment and administrative activities.

**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:**

1. PhD in Entrepreneurship or Innovation (or closely related area) or within 6 months of completion.
2. Ability to teach and assess courses/modules in Entrepreneurship and related areas at university level.
3. Evidence of appropriate academic administrative experience commensurate with level of experience.
4. Evidence of engagement in scholarly activity (eg presentations at teaching related conferences; publishing of teaching and/or professional related materials).
5. Ability to advance teaching and student learning goals of the School.
6. Ability to strengthen the School's national and international networks.
7. Must demonstrate evidence of ability to communicate clearly and effectively to a range of stakeholders, but, particularly to students.
8. Ability to provide effective leadership.
9. Evidence of good interpersonal skills and the ability to work both independently and as part of a team.

**DESIRABLE CRITERIA:**

1. Ability to deliver executive education programmes.
2. Ability to design and develop courses/modules in entrepreneurship and related areas.
3. Ability to supervise dissertations at Masters (and beyond) level.
4. Contribute to curriculum development.
5. Experience of undertaking a student support role.
6. Evidence of ability to write innovation / entrepreneurship policy or position papers.
7. Experience of developing innovation policy, social entrepreneurship, establishing businesses, or helping entrepreneurs establish businesses.