

# Job Description



Job Title:	Lecturer in Enterprise and Entrepreneurship
School:	Lancashire School of Business and Enterprise
Grade:	H
Responsible to:	Academic Resources and Portfolio Director
<b>Job Purpose:</b> To contribute to the areas of course delivery, course management and course development for a range of programmes at UCLan. Learning and teaching duties will contribute to the area of Enterprise and Entrepreneurship and support other colleagues in this area. To undertake research and knowledge transfer through scholarly activities. To undertake module leader responsibilities in related programmes, as appropriate.	
<b>Main Duties and Responsibilities:</b> <ol style="list-style-type: none"><li>1. Lecturing at all levels of the academic programmes in the School including Masters programmes.</li><li>2. To contribute to course developments in the Lancashire School of Business and Enterprise.</li><li>3. Contribute to achieving the academic objectives of the Division of Strategy and Enterprise and the Lancashire School of Business and Enterprise through scholarly activity, research outputs and knowledge transfer activities.</li><li>4. Act as module tutor for identified modules. Administer course registers, assessment records, learning programmes and other records.</li><li>5. Engage with students on a range of courses and provide appropriate advice on progression and career opportunities.</li><li>6. Develop and consolidate contacts with relevant external organisations.</li><li>7. Adhere to quality assurance and enhancement systems to ensure high standards are maintained and the student experience is enhanced.</li><li>8. Carry out other duties as outlined by the Academic Lead and Academic Resources and Portfolio Director</li></ol>	

# Person Specification



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Compiled by:	Academic Resources and Portfolio Director

Attributes	Essential	Desirable	Measured By
Work Experience	<ul style="list-style-type: none"> <li>• Considerable experience of teaching in higher education</li> <li>• Experience of the development and delivery of high-quality learning and teaching materials.</li> </ul>	<ul style="list-style-type: none"> <li>• Experience of working effectively with employers.</li> <li>• Experience of working with professional bodies for the accreditation of modules/programmes.</li> </ul>	Application Form, Interview.
Education/Qualifications	<ul style="list-style-type: none"> <li>• A good honours degree, in a relevant area.</li> <li>• A PhD (or working towards) in a related area of study.</li> </ul>	<ul style="list-style-type: none"> <li>• Professional teaching qualifications or membership of the HE Academy.</li> <li>• REF-able Publications in the area of Business and Management.</li> </ul>	Application Form.
Knowledge/ Skills and Abilities	<ul style="list-style-type: none"> <li>• Flexible and innovative approach to teaching.</li> <li>• Excellent presentation and communication skills.</li> <li>• Ability to work as part of a team and take on responsibility.</li> <li>• An ability to teach using virtual learning platforms and using technology to enhance learning.</li> <li>• An ability to contribute to knowledge transfer/research activities.</li> </ul>	<ul style="list-style-type: none"> <li>• Supervision of postgraduate and research students.</li> </ul>	Application Form, Interview and Presentation.

Personal Details	<ul style="list-style-type: none"><li>• Ability to show initiative and innovation.</li><li>• Able to work to deadlines.</li><li>• A professional approach to administrative duties.</li><li>• An understanding of and demonstrable commitment to the University's Values of Common Sense, Compassion, Teamwork, Attention to Detail, and Trust as a framework for decisions, actions and behaviours.</li></ul>	<ul style="list-style-type: none"><li>• A willingness to engage in international activity on behalf of the University.</li></ul>	Application Form and Interview.
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