Lecturer/Associate Professor in Enterprise

We have introduced the title of Associate Professor for our grade 9 academic staff, which is equivalent to Senior Lecturer.

The Enterprise Centre is a recognised centre of excellence for enterprise education with a mission to be a world leader in entrepreneurial learning and advancement. It is housed within the Management Division of the Leeds University Business School - a leading international business school and a strong research intensive faculty of the University of Leeds.

The Enterprise Centre is the focal point for enterprise education and research on the campus, part of the ‘Enterprise at Leeds’ initiative and contributor to the Small Business Charter GOLD standard awarded in 2014. Lead by Prof. Nigel Lockett and Dr. Sarah Underwood, the experienced teaching and research team, associate lecturers, visiting staff and enterprise ambassadors help us deliver interesting and stimulating modules at undergraduate and postgraduate levels. We are proud of our postgraduate MSc Enterprise, which practically develops students’ understanding of enterprise on a global scale, and our innovative undergraduate ‘with Enterprise’ programmes and Year in Enterprise (for students interested in taking a year out to work on their own business idea between the second and final year). Enterprise Centre staff were involved in the delivery of a successful ‘Starting a Business’ MOOC in 2014 and are now leading a research and impact project in 6th Form and FE Colleges focusing on enterprise education. Research active staff are also encouraged to develop their own research interests in the area of enterprise and entrepreneurship studies.

We are actively seeking an experienced and enthusiastic new member who can contribute to our growing reputation in education and research. You should have a PhD, research and teaching experience and publication track record relevant to the area and grade of the appointment.

Further information about the Enterprise Centre is available using the following web link: http://lec.leeds.ac.uk

Lecturer: University Grade 8 (£38,511 - £45,954 p.a.)
Lecturer Associate Professor: University Grade 9 (£47,328 - £54,841 p.a)

Informal enquiries may be made to Dr Sarah Underwood, Deputy Director of the Enterprise Centre, email s.underwood@leeds.ac.uk or Professor Nigel Lockett, Head of the Management Division, email n.lockett@leeds.ac.uk
If you have any specific enquiries about your online application please contact the Faculty HR team jobs@lubs.leeds.ac.uk

Interviews are expected to be held on 25 March 2015

Ref: LUBSC1028

Click here for further information about working at the University of Leeds www.leeds.ac.uk/info/20025/university_jobs
Job Description

Responsible to: Director of the Enterprise Centre
Reports to: Director of the Enterprise Centre

For appointment as Lecturer - Grade 8

Main duties and responsibilities

- To build an active research program within enterprise and entrepreneurship studies
- To engage in interdisciplinary collaborations within the University of Leeds as well as at other national and international institutions
- To contribute to the international research profile of the Enterprise Centre and Leeds University Business School
- To maintain a high quality record of regular publications in independently peer-reviewed journals to a high national and international level equivalent to be listed as 3* or 4* according to the Association of Business School (ABS) list of journals
- To attract research income on an individual and collaborative basis
- To provide research supervision and attract research students to the university
- To take part in knowledge transfer activities, where appropriate and feasible

Teaching

- To teach at different levels applying knowledge of enterprise and entrepreneurship
- To be fully involved in the assessment of course work and examinations
- To contribute to the review of modules and programmes and quality assurance mechanisms
- To utilise innovative approaches to learning and teaching
- To contribute to the planning and development of programmes within the relevant subject area
- To undertake a teaching load deemed appropriate and take part in other teaching-related activities, as appropriate
- To contribute to Faculty policy and practice in teaching, where appropriate

Administration

- To contribute effectively to the administrative process and the committee structures of the Enterprise Centre, Division, and as appropriate of the Faculty and wider University
- To be actively involved in the management of Enterprise Centre, School and Faculty
- To manage and support less experienced staff as appropriate
For appointment as an Associate Professor - Grade 9

Main Duties and Responsibilities

General:

- To contribute to the development and achievement of University and faculty strategy within the context of an international, research-led university
- To be recognised as an authority in the field, developing and maintaining an external profile as appropriate to the discipline
- To maintain scholarly activity and keep up to date with developments in the field as necessary to carry out the duties of the post
- Adhere to University values and standards, including the Leadership and Management Standard, and in line with University policies and procedures and local faculty/ benchmarks as appropriate, upholding high professional standards and leading by example
- To be aware of and work in line with the University's learning and teaching partnership agreement and work with our students as members of a learning community to provide world class education and an excellent student experience
- To maintain own continuing professional development
- To maintain a safe and healthy work environment, including ensuring compliance with health and safety legislation and the undertaking of appropriate risk assessments
- To integrate the University value of inclusiveness into all appropriate aspects of the job; respecting the dignity and diversity of all members of the University community and of visitors to the University

Research, Innovation and Impact:

- To pursue, develop and lead research, innovation and impact in enterprise and entrepreneurship studies.
- To have a track record of research publications in leading international journals of 3* and 4* quality
- To develop the strategic direction within own research area
- To promote the integration of own research area with other research interests within and, as appropriate, outside the faculty
- To attract research income on an individual and collaborative basis and to demonstrate research leadership within the field
- To build interdisciplinary collaborations within the University of Leeds as well as at other national and international institutions
- To raise the international research profile of the Enterprise Centre, the Business School, and the University of Leeds
- To provide high quality postgraduate supervision and attract research students to the University
• To take part in knowledge transfer activities, where appropriate and feasible
• To regularly present research findings at international academic conferences on decision making

Scholarship:
• To promote theoretically informed and innovative approaches to learning and teaching related activities across the University and externally
• To maintain an external profile within learning and teaching or own subject area at a level appropriate to the discipline
• To have a significant role in the strategic development of the curriculum and learning and teaching / student support policies
• To supervise students undertaking research projects as appropriate

Teaching:
• To undertake research-led teaching at different levels on undergraduate and/or postgraduate taught courses, regularly collecting, and responding to, student feedback
• To contribute at an appropriate level to faculty policy and practice in teaching
• To play a significant role in the design, development and planning of modules and programmes within the subject area as required
• To play a significant role in the review of modules and programmes and in quality assurance and enhancement as required
• To develop innovative approaches to learning and teaching as appropriate
• To provide timely feedback and assessment of coursework and examinations
• To provide general support and guidance to students, resolving issues and/or referring to specialist parties, where appropriate

To provide academic leadership through:
• Significant contribution to the overall work of the University and/or equivalent external organisations by representing the faculty on appropriate committees and groups
• Effective contribution to the management and administrative processes and committee structures of the faculty and University
• Managing or leading major initiatives or areas of work which facilitate faculty or University performance or business as required
• Involvement in the recruitment, management and development of staff and act as a mentor to more junior/less experienced colleagues
• The promotion of the values of collegiality within the academic community
• Actively promoting and engaging with the objectives of our valuing and developing all our staff agenda via compliance with the University’s People Management Framework to ensure high standards of employment practices across the School.
This job description provides a framework for the role and it may be necessary for an Associate Professor to undertake any duties commensurate with the post as might reasonably be required.
University Values

All staff are expected to operate in line with the University’s values and standards, which work as an integral part of our strategy and set out the principles of how we work together. More information about the University’s strategy and values is available at [http://www.leeds.ac.uk/comms/strategy/](http://www.leeds.ac.uk/comms/strategy/).
Person Specification

For appointment at University Grade 8

Essential
- PhD in Enterprise or Entrepreneurship Studies, or a related discipline
- A high quality record of regular publications in independently peer-reviewed journals to a high national and international level
- A high level of interpersonal and communication skills
- Evidence of the ability to work as a member of a team
- Evidence of high levels of self-motivation
- Evidence of the ability to foster successful interdisciplinary research collaborations.
- Ability to motivate and engender enthusiasm in others, as evidenced for example in student feedback obtained from teaching
- Experience of developing teaching material for lectures and/or seminars
- Experience of introducing innovative material or developing and shaping course structure(s)

Desirable
- Experience of obtaining external resources
- Experience of successful interdisciplinary collaborations

For appointment at University Grade 9

Essential
- PhD in Enterprise or Entrepreneurship Studies, or a related discipline
- Evidence of emerging leadership in research on Enterprise or Entrepreneurship Studies, and related disciplines
- A high quality record of regular publications in independently peer-reviewed journals to a high national and international level
- Evidence of pursuing an independent research program
- A record of presenting regularly at international conferences and meetings on decision making
- Experience in obtaining external research funding
- Experience of research supervision and the ability to act as a mentor
- A proven record of having successfully developed and taught courses at both undergraduate and postgraduate levels
- Ability to contribute to pedagogical developments with the Faculty and wider University
- Ability to contribute effectively to administrative activities
- A high level of interpersonal and communication skills
- Evidence of the ability to work as a member of a team
- Evidence of high levels of self-motivation
- Ability to work effectively, responsibly, independently and under pressure
- Ability to motivate and engender enthusiasm in others, as evidenced for example in student feedback obtained from teaching.

**Desirable**

- A successful track record of obtaining external research funding for interdisciplinary research projects
- Evidence of the ability to foster successful interdisciplinary research collaborations
- Evidence of research impacts on real-world policy and practice

**Associate Professor Candidates**

Applicants for Associate Professor would normally be expected not only to be experienced teachers but to have a significant publication record, together with proven research experience, and to have demonstrated administrative skill.
Additional Information

The University offers generous terms and conditions of employment, a wide range of benefits, services, facilities and family friendly policies. Full details are available on the Human Resources web pages accessible at www.leeds.ac.uk/hr

The Partnership

The Partnership has been developed by students and staff and describes the mutual expectations of us all as members of the University of Leeds community. More information about the Partnership is available at http://partnership.leeds.ac.uk

University of Leeds Teaching and Research Award (ULTRA)

The Senate of the University has agreed that all newly appointed early career academic staff with a contract of 50% of full time equivalent and above will be required to complete the relevant pathway of the University of Leeds Teaching and Research Award (ULTRA) unless they meet specified exemption criteria. Whether or not this applies to you will be decided as part of the appointment process.

Further details of the ULTRA are available at http://www.sddu.leeds.ac.uk/sddu-ultra.html

Academic staff with contracts of less than 50% of full time equivalent may take the appropriate pathway of ULTRA that relates to your role. This will be decided by the School in conjunction with SDDU.

Disclosure and Barring Service checks

A Disclosure and Barring Service (DBS) Check is not required for this position. However, applicants who have unspent convictions, cautions, reprimands and warnings, including any pending criminal proceedings must indicate this in the ‘other personal details’ section of the application form and send details to the Recruitment Officer at disclosure@leeds.ac.uk.

Disabled Applicants

The post is located in the 17 Springfield Mount. Disabled applicants wishing to review access to the building are invited to contact the department direct. Additional information may be sought from the Recruitment Officer, email disclosure@leeds.ac.uk or tel + 44 (0)113 343 1723.

Disabled applicants are not obliged to inform employers of their disability but will still be covered by the Equality Act once their disability becomes known.

Further information for applicants with disabilities, impairments or health conditions is available in the applicant guidance.