

RECRUITMENT PACK

This document includes the following information:

- Job Description
- Person Specification
- Additional information

Making an application:

Please complete the short on-line application form and attach the following 5 documents. Shortlisting is undertaken by a panel after the closing date on the basis of information provided and failure to upload the requested documents will result in an application being rejected.

- Please include a covering letter setting out how you meet the requirements of the role as set out in the person specification.
- Include a full curriculum vitae (CV) including any publications. You should provide information on the range and content of your teaching and supervision experience, as well as on curriculum development. For posts with a research component, you should specify your 4 most significant papers published within the past 5 years (or an equivalent number appropriate to being an early career researcher). Applicants from within the UK should indicate which publications have been submitted to the REF 2014 and any assessment of the rating for each piece of work; For more information about the REF visit www.ref.ac.uk
- Include an education statement of no more than two sides of A4 setting out your track record in terms of contribution to pedagogical developments and, where appropriate, the development of professional practice. You should also include a reflective statement on your approach to research-led education and how it draws on pedagogical research. Also indicate how you ensure your continuing professional development as an excellent teacher in higher education.
- For posts with a research component, please include a research statement of no more than two sides of A4 providing details of your research plans for the next three years. This should include details of books, chapters or papers in progress together with planned publication dates. For journal articles please provide details of target journals and planned submission dates. If you have papers that are currently under review please detail the stage these have reached and the timescale you expect those papers to be accepted for publication. If you have papers that have been accepted for publication but not yet published please provide the date the paper was accepted for publication.
- For posts with a research component, applicants should also submit no more than two sides of A4 setting out their three year plan for generating external funding to support their research.

A commitment to sustaining an inclusive and diverse community is one of the University's Core Values and we are keen to address any imbalances in our workforce.

We are proud to have been a Two Ticks employer since August 2008 and, as part of our commitment to this scheme, we guarantee an interview to any candidate with a disability who meets the essential criteria for the post. We also work in partnership with national disability organisation DisabledGo who provide detailed online access guides to many of our campus buildings and facilities which you may find useful.

Please note: We are only accepting on-line applications for this post. However, if you have a disability that makes it difficult for you to provide us with information in this way, please contact the Resourcing Team (01206-874588/873521) for help.

Closing Date: 12 March 2017

Interviews are planned for: 29 & 30 March 2017



JOB DESCRIPTION – Job ref REQ00453

Job Title and Grade:	Reader in Accounting
Contract:	Permanent, full-time
Hours:	A notional minimum of 36 hours per week
Salary:	£49,772-£55,999 per annum (Grade 10)
Department/Section:	Essex Business School
Responsible to:	Dean, Essex Business School
Reports on a day to day basis to:	Head, Accounting Group.
Purpose of job:	Roles at Reader level reflect experience which spans scholarly research and publication, excellence in teaching, and strategic contributions to departmental leadership and collegial activities.

MAIN DUTIES OF THE POST

Education

1. To design and deliver a broad range of innovative teaching of excellent quality at both undergraduate and postgraduate levels.
2. To make research-led and pedagogically informed contributions to module/curriculum design and development.
3. To support faculty and departmental quality assurance standards and procedures to ensure that teaching and learning support meets the standards expected within a research-led university.
4. To engage in sustained and influential ways with substantive teaching and learning support roles in the department, including those which involve the organization, leadership and/or management of specific aspects of teaching and learning provision.
5. To develop a good understanding of how effective approaches to teaching and learning support make key contributions to high-quality student learning across the University.

Research

6. To pursue research of internationally recognised importance and quality that will make a significant contribution to the University's submission to future Research Excellence Framework exercises, enhance the international profile of the University and contribute to the development of its own communities of research.
7. To engage in a sustained, successful and influential way with high-quality research grant applications as indicated by external grading, on an upward trajectory and - where appropriate - leading collaborations with other institutions and bodies that would produce demonstrable benefit to the University.

8. To publish research outputs that are rated internationally excellent, which have significant impact in their field and to disseminate their results and scholarly findings in other appropriate and meaningful ways (e.g. at relevant national and international conferences).
9. To make a major contribution to public engagement and dissemination of knowledge in the wider community and generate societal impact that will contribute to Impact Case Studies for the Research Excellence Framework
10. To provide leadership for the department research-strategy at sub-departmental level as directed by the HoD.
11. To induct, supervise, manage and/or mentor an above average number of postgraduate research students and/or other staff (esp. at early career level) engaged in research, as part of developing the Department's research community.
12. To make a major contribution to cross-departmental and inter-University research projects.

Leadership and Citizenship

13. To undertake specific, strategic or significant areas of organisational activity within the department (e.g. recruitment, admissions, acting as undergraduate or postgraduate director, research group lead) as may be reasonably required by the Head of Department.
14. To undertake a senior leadership role within the department such as Director of Education or Director of Employability, responsible for a substantial portfolio and/or cross-departmental projects, identifying areas for improvement and taking action as agreed with the Head of Department.
15. To develop and/or lead internal and external networks and establish links with relevant academic and professional bodies, contacts and employers.
16. To demonstrate an active commitment to, and engagement in, continuing professional development related to academic, institutional and/or other professional practices, and to encourage this actively in others.
17. To ensure knowledge and skills relevant to the profession are up-to-date and applied in education and research, and that the implications of quality assurance and quality enhancement for professional practice with a particular focus on teaching are fully understood and enacted where required.

These duties are a guide to the work that the post holder will initially be required to undertake. They may be changed from time to time to meet changing circumstances.

For Academic posts only: It should be noted that there is a contractual requirement for some members of academic staff to undertake research duties. If this requirement applies to a post it will be clearly stated in the job description, which forms part of the contract of employment.

Terms of Appointment:

For a full description of the terms of appointment for this post please visit:

<http://www.essex.ac.uk/hr/current-staff/terms.aspx#>

January 2017



JOB TITLE: Reader in Accounting

Qualifications / Professional Recognition / Training

	Essential	Desirable
▪ A relevant doctoral-level research degree or equivalent professional experience or practice.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
▪ Fellowship of the Higher Education Academy or the commitment to gain this at an appropriate level.	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Experience/Knowledge

	Essential	Desirable
▪ A sustained record of effectiveness in relation to education at both undergraduate and postgraduate levels, either incorporating the organisation, leadership and/or management of specific aspects of teaching and learning provision, or demonstrable potential to develop such.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
▪ Successful experience of having co-ordinated, supported, supervised, managed and/or mentored others (whether individuals or teams) in relation to education, or clear potential in this area;	<input checked="" type="checkbox"/>	<input type="checkbox"/>
▪ A thorough and demonstrable understanding of how effective approaches to teaching and learning support can contribute to high quality student learning	<input checked="" type="checkbox"/>	<input type="checkbox"/>
▪ An established and internationally recognised research profile, with a well-developed future research agenda;	<input checked="" type="checkbox"/>	<input type="checkbox"/>
▪ An established record of success in generating external research income appropriate in scale to disciplinary norms and career stage	<input checked="" type="checkbox"/>	<input type="checkbox"/>
▪ A sustained record of effective strategic leadership in academic practice and academic development..	<input checked="" type="checkbox"/>	<input type="checkbox"/>
• A strong track record of published academic output at international levels of recognition with demonstrable evidence of a clear publication plan for submission to future Research Excellence Framework (REF) programmes;	<input checked="" type="checkbox"/>	<input type="checkbox"/>
▪ Evidence of impactful and wide-reaching dissemination of research to academic / other audiences, as appropriate with experience of public and community engagement;	<input type="checkbox"/>	<input checked="" type="checkbox"/>
• Major achievement in knowledge exchange activities such as establishment of a successful spin-out company, exploitation of intellectual property rights, or leading a major consultancy activity	<input type="checkbox"/>	<input checked="" type="checkbox"/>
• Evidence of substantial contribution to the development of professional policy or practice at a regional, national or international level	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Skills/Abilities

	Essential	Desirable
▪ The ability and willingness to complement and enhance the department/school's research and education strengths and areas of planned development.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
▪ Active commitment to the development of high-quality, innovative teaching and learning support at strategic level as well as at the individual.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
▪ A record of academic leadership in a range of appropriate contexts (e.g. learned societies, research grants, professional associations, academic networks).	<input checked="" type="checkbox"/>	<input type="checkbox"/>



▪ A demonstrable ability to make plans/set objectives, take responsibility and to achieve them.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
▪ An appreciation of the value of appropriate research/education technologies and an ability and/or willingness to deploy these when relevant	<input checked="" type="checkbox"/>	<input type="checkbox"/>
▪ Outstanding communication skills, both written and verbal.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
▪ A well-developed and well-articulated teaching ethos or philosophy informed by appropriate pedagogies, research/scholarship and/or professional practice.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
▪ A commitment to the on-going evaluation of their own teaching and an ability to do this effectively, with the support of others where appropriate.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
▪ An experienced subject mentor with experience of supporting those at an earlier career stage.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
▪ An appreciation of the value of appropriate learning technologies and an ability and/or willingness to deploy these when relevant	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Professional Values

	Essential	Desirable
▪ A strong and well-articulated commitment to the University's values and mission to deliver excellence in both education and research (integrated academic practice).	<input checked="" type="checkbox"/>	<input type="checkbox"/>
▪ A commitment to respect individual learners and diverse learning communities and to promote participation in higher education and equality of opportunity for all learners via student-centred practice	<input checked="" type="checkbox"/>	<input type="checkbox"/>
▪ A commitment to using evidence-informed approaches and the outcomes from research, scholarship and continuing professional development in their academic practice	<input checked="" type="checkbox"/>	<input type="checkbox"/>
▪ A willingness to participate in extra curricula departmental activities.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
▪ A commitment to supporting and/or mentoring others, especially those new to teaching/early career.	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Other

	Essential	Desirable
▪ The ability to meet the requirements of UK 'right to work' legislation *	<input checked="" type="checkbox"/>	<input type="checkbox"/>

* The University has a responsibility under the Asylum, Immigration and Nationality Act 2006 to ensure that all employees are eligible to work in the UK. Prior to commencing employment, the successful candidate will be asked to provide documentary evidence to this effect. The University may be able to offer Tier 2 Sponsorship for this role. For further information about UK immigration requirements please follow this link <https://www.gov.uk/government/organisations/uk-visas-and-immigration>

Additional Information

Essex Business School

You can find more information about the department at the following link <http://www.essex.ac.uk/ebs/>, including information on research within the Essex Accounting Centre (<http://essex.ac.uk/ebs/research/accounting/default.aspx>)

People Supporting Strategy

Please find a link to the People Supporting Strategy.
<http://www.essex.ac.uk/hr/policies/docs/people-oct15.pdf>

General information

Informal enquiries may be made to Professor Geoffrey Wood, Dean, Essex Business School (telephone: 01206 872375 e-mail: gtwood@essex.ac.uk) or Professor Teerooven Soobaroyen, Head, Accounting Group (telephone: 01206 874015 e-mail: tsooba@essex.ac.uk). However, all applications must be made online.

Benefits

Our staff and students are members of the University for life. We believe a person's potential is not simply defined by grades or backgrounds, but by a willingness to question, to collaborate and to push at the edges of knowledge and their own potential.

As an employer we offer a range of benefits and a commitment to career development and equal opportunities in an environment that both reflects and creates a rich interaction of people, disciplines and ideas.

- Pension scheme
- Generous holiday entitlement
- Competitive salaries
- Training and development Family Friendly policies
- On campus childcare facilities, for more information visit www.wivenhoeParkdaynursery.co.uk
- Childcare vouchers
- Relocation package for qualifying staff
- Interest free season ticket loan
- Range of optional salary exchange tax benefits (pension, childcare and bicycle schemes)

No smoking policy

The University has a no smoking policy.

This document is produced by:

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