

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.

a) Please include a covering letter setting out how you meet the requirements of the role as set out in the person specification.

b) 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

c) 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.

d) 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.

e) 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.

The University of Essex is proud to be part of the Disability Confident scheme and is committed to supporting diversity and equality, representative of our inclusive community. As part of our commitment to this scheme any candidate who has a disability and meets all the essential criteria for the role will be offered an interview. 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: 2 June 2017

Interviews are planned for: 14 July 2017



JOB DESCRIPTION – Job ref REQ00597

Job Title and Grade:	Lecturer Grade 9
Contract:	Fixed-Term for the Academic Year 2016-17. This post is fixed term to cover a short term need – see general information
Hours:	A notional maximum of 36 hours per week
Salary:	£39,324 - £46,924 per annum or (pro rata for part-time)
Department/Section:	Department of Economics
Responsible to:	Head of Economics
Purpose of Post:	To teach economics at the undergraduate and/or postgraduate level and to supervise undergraduate and/or postgraduate projects.

Duties of the Post

The main duties of the post will include:

1. Teach modules in theoretical and applied economics and provide academic support for students enrolled in those modules.
2. Supervise undergraduate and postgraduate students in their research projects, and provide pastoral support for the supervisees as needed (if applicable).
3. Supervise graduate teaching assistants (if applicable).
4. Fulfil any assessment and examination duties.
5. Any other duties as may be assigned from time to time by the Head of Economics or his/her nominee.

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.

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#>

PERSON SPECIFICATION

JOB TITLE: Lecturer in Economics

Qualifications /Training

	Essential	Desirable
▪ Have obtained a PhD in Economics (or a closely related field) or be near completion	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Experience/Knowledge

	Essential	Desirable
▪ Evidence of a sophisticated research agenda in Economics	<input type="checkbox"/>	<input checked="" type="checkbox"/>
▪ Potential of excellence in research in Economics as demonstrated by high-quality publications	<input type="checkbox"/>	<input checked="" type="checkbox"/>
▪ Potential of excellence in teaching at undergraduate and/or postgraduate level as demonstrated by experience in developing teaching materials, administering and delivering teaching	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Skills/Abilities

	Essential	Desirable
▪ Produce and publish high-quality research	<input type="checkbox"/>	<input checked="" type="checkbox"/>
▪ Ability to engage with and motivate students at undergraduate and postgraduate level	<input checked="" type="checkbox"/>	<input type="checkbox"/>
▪ Provide teaching of high quality at undergraduate and postgraduate level in Management Science	<input type="checkbox"/>	<input checked="" type="checkbox"/>
▪ Design, deliver and assess undergraduate and postgraduate modules, particularly in Economics	<input checked="" type="checkbox"/>	<input type="checkbox"/>
▪ Willingness to contribute to the expansion plans of the department in relation to Economics	<input type="checkbox"/>	<input checked="" type="checkbox"/>
▪ Design, deliver and assess undergraduate and postgraduate modules in her/his additional areas of specialisation	<input type="checkbox"/>	<input checked="" type="checkbox"/>
▪ Contribute to the supervision of PhD students	<input type="checkbox"/>	<input checked="" type="checkbox"/>
▪ Willingness to be directly involved in administration and management of the Department	<input type="checkbox"/>	<input checked="" 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>

Please note that we will not be able to offer a Certificate of Sponsorship on some part-time roles.

Additional Information

Department information – Department of Economics

You can find more information about the department at the following link:

<http://www.essex.ac.uk/economics/>

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 Kate Rockett, Department of Economics (telephone: 01206 873599 e-mail: kerock@essex.ac.uk) . However, all applications must be made online.

This post is fixed term until, potentially, a permanent appointment is made to its successor post, this post covers part of the duties of the new planned post only [e.g. teaching]. The new post will be substantially different, for example, requiring the post holder to be research active and included in the 2020 REF and will therefore be advertised. The current post holder will not have a claim to it as the permanent incumbent. You may, of course, apply at the time of advertisement, to be considered with other candidates if the essential criteria for the selection are met.

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:

Resourcing Team
Human Resources
University of Essex
Wivenhoe Park
Colchester CO4 3SQ
United Kingdom
Tel: +44 (0)1206 873521/874588



Email: resourcing@essex.ac.uk