

Position title:	Senior Lecturer	Level:	C
School:	School of Management	Faculty:	Australian School of Business
Written by:	Professor Chris Jackson	Date:	June, 2012

A. JOB PURPOSE

A Senior Lecturer (*Level C academic*) is expected to make significant contributions to the teaching effort of the School of Management. An academic at this level is also expected to play a major role in scholarship, research and professional activities.

B. MAIN DUTIES

- Develop and teach undergraduate and postgraduate courses across all levels of International Business;
- Supervise and monitor the progress of students; to provide consultation to students; to mark assignments, mid-session and final examinations;
- Initiate and develop new teaching materials and flexible approaches to teaching and learning;
- Supervise major honours or postgraduate research projects;
- Act as subject / course coordinator;
- Supervise postgraduate research and honours students in the School;
- Carry out, manage and to obtain grant funding for research activities of the School;
- Assist with administration and development of the Management courses in the Australian School of Business;
- Maintain and develop links the private sector and industry including offering professional development programs;
- Attend School meetings and research seminars and be a member of School committees; and
- Ensure that the work for which they are responsible is carried out in ways, which safeguard the OHS of staff or students in their charge and visitors, including contractors whom they engage.

C. ENVIRONMENT

Position Context

The Australian School of Business at UNSW is Australia's leading business school and a powerhouse of business education and research in the Asia Pacific region.

The School was established in 2007 when the Faculty of Commerce and Economics at The University of New South Wales merged with the Australian Graduate School of Management (AGSM), to form the ASB. Both the former Faculty of Commerce and Economics and the Australian Graduate School of Management had been offering high quality business programs for many decades, with the Faculty opening to students in 1955 and the AGSM in 1977.

Statistics

Please refer to the School's website, located at:

<http://www.asb.unsw.edu.au/schools/management/aboutus/Pages/default.aspx>

Reporting Relationships

Supervisor's title: Head of School

Other positions reporting to the Supervisor: School faculty and administrative staff

D. PRINCIPAL ACCOUNTABILITIES

- Pursue and develop an active research program (research grant applications, research student supervision, publications in refereed Management and related journals, presentation to conferences and publications in conference proceedings);
- Establish a strong record of demonstrated scholarly research and professional achievement in the field of International Management;
- Promote high quality teaching and learning in lectures and tutorials and conduct tutorials, lectures and supervision of students in both postgraduate (up to 200 students) and undergraduate classes (up to 1,000 students);
- Development of new course material and flexible approaches to teaching and learning;
- Contribution to course administration, course coordination, provision of course related advice to students, and conduct of assessment procedures and examinations;
- Participate in seminars, meetings and Committees in the School, Faculty and University;
- Participate in professional development programs for the Management profession; and
- Compliance with OH&S policies and procedures; and research reporting requirements of the School and University.

E. SELECTION CRITERIA

- A PhD in the relevant discipline area.
- A strong track record of publications in international disciplinary journals in management.
- Demonstrated ability to teach and develop curriculum at both undergraduate and postgraduate level in International Management.
- Highly developed interpersonal skills with the ability to work with staff and students from diverse backgrounds.
- An ability to supervise honours and postgraduate research students.
- Excellent verbal and written communication skills.
- Ability to obtain research funding and participate in collaborative research and educational projects.
- Willingness to be involved with and contribute to the management profession; within the area of International Management.
- Willingness and capacity to implement required OHS policies and safe work practice.
- Ability to implement equal opportunity and diversity policies and programs.