

## Academic Job Details

# Teaching Fellow in Accounting and Finance Newcastle University Business School Faculty of Humanities & Social Sciences

### Academic Job Summary

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The University has developed an [Academic Job Summary Guidance](#) document which summarises the range of activities that academic staff may be expected to perform.

### Specific Responsibilities of Position

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The purpose of the post is to develop and deliver teaching and course management for the School's UG and PG programmes. The person appointed will be expected to:

1. Contribute to the Business School Vision and Strategy and the interdisciplinary themes of the Future of Work and Leading on Leadership;
2. Contribute to the Business School's Triple Accreditation and Professional Body Accreditations;
3. Contribute to the scholarly and practice profile of the Business School by engaging in scholarly research and activities, impact, practice, CPD and external funding;
4. Demonstrate impact by developing practice-based solutions to real-world problems and engage with external stakeholders to develop the impact of your work;
5. Take responsibility for a defined management or administrative role, such as Module Leader or Year Tutor;
6. Coach and support students throughout their studies in the role of personal tutor, referring students as appropriate to services providing further help
7. Set and mark assessment of modules in accordance with University standards and utilise on-line and digitised curricula and education frameworks;
8. Contribute to curriculum development;
9. Operate as an active citizen in the Business School community and in leadership of education, engagement and place and internationalisation;

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## Person Specification

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	<b>Qualifications</b>	<b>Essential or Desirable</b>
1	A good Honours degree in a relevant subject	E
2	At least one of the following: (i) a relevant professional qualification or Masters degree; (ii) a PhD (or equivalent) in an appropriate subject	E
3	A profile with currency which meets external accreditation bodies criteria	E
4	HE Teaching qualification (or equivalent experience)	D
5	Professional Body Membership as appropriate to the Subject area	D
	<b>Knowledge, Skills and Experience</b>	
1	Evidence of potential to contribute to the Business School Vision and Strategy	E
2	The subject knowledge and ability to teach Accounting & Finance and related areas and evidence of excellent teaching evaluation	E
3	Evidence of/potential to develop and secure external funding for scholarly and practice activities	E
4	Evidence of or potential for internationalising the curricula	E
5	A developing scholarly and practice national profile	E
	<b>Attributes/Behaviours</b>	
1	Excellent written and oral communication skills	E
2	Excellent interpersonal and influencing skills	E
3	Excellent organisational, time management and presentation skills	E
4	Evidence of active citizenship in a Business School	E
5	Commitment to equality, diversity and inclusion and ethics, responsibility and sustainability	E

### HR Office Use Only

SAP Position Number:

Grade:

E

Effective Date:

26/02/2019