

THE UNIVERSITY OF MANCHESTER

PARTICULARS OF APPOINTMENT

FACULTY OF HUMANITIES

ALLIANCE MANCHESTER BUSINESS SCHOOL

MANAGEMENT SCIENCES AND MARKETING DIVISION

LECTURER OR SENIOR LECTURER IN MANAGEMENT SCIENCE (OPERATIONS  
MANAGEMENT, SUPPLY CHAIN MANAGEMENT, DATA SCIENCE OR BUSINESS ANALYTICS)  
T&R OR T&S

VACANCY REF: HUM-025823

<b>Salary:</b>	Grade 6/7, £36,024 to £56,021 or Grade 8 £57,696 to £68,857 per annum, depending on relevant experience
<b>Hours:</b>	1 FTE
<b>Duration:</b>	Permanent
<b>Location:</b>	Oxford Road, Manchester

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**Enquiries about the vacancy, shortlisting and interviews:**

Name: Professor Antony Potter

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or

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**Role Summary and Job Description**

Alliance Manchester Business School is seeking a small number of key academic colleague(s) to join our growing Management Science Group as a Lecturer or Senior Lecturer in Management Science. The successful candidate will have a PhD degree in Management Science or a related field and a portfolio of work with emphasis in Operations Management, Supply Chain Management, Data Science, and Business Analytics. If applying for a **Teaching and Research (T&R)** post applicants will possess a record of publication in leading peer reviewed journals and top refereed conferences, and they will deliver an exciting, original research agenda in their cognate discipline. If applying for a **Teaching and Scholarship (T&S)** post applicants will possess a portfolio of teaching innovation and a record of teaching related scholarship activity and outputs.

Once appointed, the post-holder's portfolio of work will reflect the needs of the division and the School as well as their particular areas of interest and expertise. The successful candidate will demonstrate ability to deliver excellent teaching at undergraduate and postgraduate levels in: Operations Management, Supply Chain Management, Data Science, and/or Business Analytics. We have a particular interest in candidates whose teaching portfolio also includes the application of advanced quantitative methods or econometrics in one or more of these areas. More generally, the successful candidate will have the ability to deliver excellent teaching at undergraduate and postgraduate levels across the programmes run by the division, in Manchester, online and potentially at our Global Centres. The normal terms and conditions of the University of Manchester apply to the post.

***Please indicate at the start of your application whether you are applying for a (i) T&S or T&R role and (ii) the level: Lecturer or Senior Lecturer.***

**Key Responsibilities, Accountabilities or Duties: Lecturer (Teaching and Research (T&R) or Teaching and Scholarship (T&S))**

The main requirements of this post will be to contribute to research, teaching and knowledge transfer activities of the division of Management Sciences with a focus on activities in the areas outlined above. In detail, the requirements are:

- **Teaching and Learning support:** Contribute to, develop and deliver excellent teaching: Design teaching material and deliver either across a range of modules at undergraduate, postgraduate and/or higher research degree levels, through lectures, seminars and personal supervision. Use appropriate teaching, learning support and assessment methods. Supervise student projects, field trips and, where appropriate, placements. Identify areas where current provision is in need of revision or improvement. Contribute to the planning, design and development of objectives and material. Set, mark and assess work and examinations and provide feedback to students. Contribute to the enhancement of teaching quality within the subject, School or Faculty. Develop and apply innovative and appropriate teaching techniques and material which create interest, understanding and enthusiasm amongst students. Ensure that course design and delivery comply with the quality standards and regulations of the University, School and clients. Be willing and able to take on the role of a Programme Director if required.
  
- **Research and Scholarship:**
  - T&S:**
    - Extend, transform and apply knowledge acquired from scholarship to teaching, research and appropriate external activities.
    - Make presentations or exhibitions at national or international conferences and other similar events.

**T&R (as T&S, *plus*):**

- To disseminate research through publications in peer-reviewed journals and books at a level of excellence consistent with a world-class institution, through academic conferences, and through publication in other outlets oriented at policymakers and practitioners: Determine relevant research objectives and prepare research projects and proposals. Contribute to the development of research strategies. Carry out independent research and act as principal investigator and project leader. Conduct individual or collaborative research projects. Identify sources of funding and contribute to the process of securing funds. Write or contribute to publications or disseminate research findings using other appropriate media. Act as a referee and contribute peer assessment.
- **Liaison and Networking:** Participate in and develop internal networks for example by participating in University committees. Participate in and develop external networks for example to identify sources of funding, contribute to student recruitment, secure student placements, market the institution, facilitate outreach work, generate income, obtain consultancy projects, build relationships for future activities for example with external examiners and assessors. Develop links with external contacts such as other educational bodies, employers, and professional bodies to foster collaboration.
- **Managing people:** Advise and support colleagues with less experience and advise on personal development. Depending on the area of work could be expected to supervise the work of others, for example in research teams or projects or as PhD supervisor.
- **Teamwork:** Act as a responsible team member and develop productive working relationships with other members of staff. Could be required to take the lead in a project. Collaborate with colleagues to identify and respond to students' needs.
- **Pastoral Care:** Responsible for dealing with referred issues for students within own educational programmes. Provide first line support for colleagues, referring them to sources of further help if required.
- **Supervise** undergraduate and postgraduate student dissertations
- **Initiative, Problem-Solving and Decision-Making:** Identify the need for developing the content or structure of modules with colleagues and make proposals on how this should be achieved. Develop ideas for generating income and promoting the subject. Develop ideas and find ways of disseminating and applying the result of research and scholarship. Sole responsibility for the design and delivery of own modules and assessment methods. Collaborate with colleagues on the implementation of assessment procedures. Contribute to the accreditation of courses and quality control processes. Advise others on strategic issues such as student recruitment and marketing.
- **Communication:** Disseminate conceptual and complex ideas of a wide variety of audiences using appropriate media and methods to promote understanding.
- **Engage actively:** In the Division by, for example, attending the school regularly and joining seminars and meeting with seminar speakers and research visitors to the division; Contribute

to the wider activities, management/administration and development of the School. Demonstrate collegiality and respect and support colleagues.

- Undertake other academic and administrative duties as required by the Head of Division;

**Key Responsibilities, Accountabilities or Duties: Senior Lecturer (Teaching and Research (T&R) or Teaching and Scholarship (T&S))**

**The responsibilities of a senior lecturer, *plus*:**

- **Teaching and learning support:** Design, develop and deliver a range of programmes of study (sometimes for entirely new courses) at various levels. Review on a regular basis course content and materials, updating when required.
- **Liaison and Networking:** Lead and develop internal networks for example by chairing and participating in University committees. Lead and develop external networks for example with external examiners and assessors.
- **Managing People:** Provide academic leadership to those working within programme areas, as course leader or equivalent, by for example co-ordinating the work of others to ensure that courses are delivered effectively or organising the work of a team by agreeing objectives and work plans. Contributing to the development of teams and individuals through the appraisal system and providing advice on personal development. Could act as a line manager (e.g. of research teams). Act as a personal mentor to peers and colleagues.
- **Teamwork:** Lead teams within areas of responsibility. Ensure that teams within the School work together. Act to resolve conflicts within and between teams.
- **Initiative, Problem solving and Decision making:** Resolve problems affecting the delivery of courses within own educational programme and in accordance with regulations. Make decisions regarding the operational aspects of own educational programme. Contribute to decisions which have an impact on other related programmes. Provide advice on strategic issues such as the balance of student recruitment, staff appointments and student and other performance matters. Spotting opportunities for strategic development of new courses or appropriate areas of activity and contributing to the development of such ideas.
- **Planning and Managing resources:** Responsible for the delivery of own educational programmes. Contribute to the overall management of the School in areas such as budget management and business planning. Be involved in School level strategic planning and contribute to wider strategic planning processes in the institution. Plan and deliver research,

consultancy or similar programmes and ensure that resources are available. Contribute to the management of quality, audit and other external assessments.

## Person Specification

You should use your application to clearly demonstrate with evidence how you meet the following aspects of the person specification.

### **Essential Knowledge, Skills and Experience: Lecturer (Teaching and Research or Teaching and Scholarship)**

- Possess a relevant doctoral degree (or be about to obtain it) and/or appropriate professional qualification.
- Possess sufficient breadth or depth of specialist knowledge in the discipline to work within established teaching and research programmes.
- Aptitude to engage in continuous professional development.
- Able to engage the interest and enthusiasm of students and inspire them to learn.
- Develop familiarity with a variety of strategies to promote and assess learning.
- Ability to contribute to broader management and administrative processes.
- Ability to assess and organise resources.
- Understand equal opportunity issues as they may impact on academic content and issues relating to student need.
- Very good written and spoken English

#### ***In addition, for Grade 7:***

- A higher academic standing with a growing reputation in subject specialism.
- Possess sufficient breadth or depth of specialist knowledge in the discipline to develop teaching and research programmes across undergraduate, postgraduate, MBA and PhD levels..

#### **Teaching:**

- A record of successful teaching, including class-room or online delivery and related support in respect of allocated teaching duties
- A record of effective setting and marking of assessment, including provision of feedback to students
- A record of effective delivery of student support as required by post
- Use a range of delivery techniques to enthuse and engage students.

#### **Research (T&R only):**

- An emergent record of output of high-quality, peer-reviewed research publications or other equivalent recognised forms of research output appropriate to the discipline.

**Service and Leadership:**

- Efficient performance of service and leadership tasks in respect of allocated duties

**Essential Knowledge, Skills and Experience: Senior Lecturer (Teaching and Research or Teaching and Scholarship)**

The essential requirements for a lecturer, *plus*:

- Required to be an externally recognised authority in the subject area, with in-depth understanding of own specialism to enable the development of new knowledge and understanding within the field.
- Ability to provide effective leadership for groups and activities with substantial impact on finance and other resources and/or the reputation of the University.
- Ability to contribute to a wide range of administrative tasks at a strategic level within the School.
- **Teaching:**
  - A sustained record of successful teaching, including class-room or online delivery and related support in respect of allocated teaching duties
  - A sustained record of effective setting and marking of assessment, including provision of feedback to students
  - A sustained record of effective delivery of student support as required by post
  - Able to engage the interest and enthusiasm of students and inspire them to learn.
- **Research (T&R only):**
  - An established record and continuing trajectory of output of high-quality, peer reviewed research publications or other equivalent recognised forms of research output appropriate to the discipline
  - A record of success in obtaining research funding
  - A record of successful supervision of PGR students
  - Evidence of a developing reputation in the relevant international research communities
- **Service and Leadership:**
  - Evidence of capacity to contribute creatively and constructively to the management of a significant organizational unit or area of activity within the University
  - Some successful involvement in service to relevant University-external academic or professional institutions or networks

- Some evidence of willingness to support the careers of colleagues
- **Knowledge Transfer and External Engagement** (A record of achievement with respect to *some* of the following criteria):
  - A record of productive involvement in translating research into beneficial activity or positive change in the wider community
  - Active participation in advisory committees or professional or practice-based forums relevant to discipline
  - A record of productive involvement in knowledge creation and transfer in partnership with industry, government, NGOs, learned societies or professional bodies
  - A record of activity that enhances public understanding of, and engagement with, knowledge and research, or that contributes to well-informed public debate
  - A record of external engagement using academic expertise or experience in support of the University's social responsibility goal
  - Some evidence of influence on professional practice or on policy, including participation in professional or practice-based forums relevant to the staff member's discipline
  - Creation, development and exploitation of intellectual property, including open access material

### **Desirable Knowledge, Skills, Experience and Qualifications: Lecturer (Teaching and Research or Teaching and Scholarship)**

Some of the essential qualities for a senior lecturer, in particular:

- Membership or collaborative experience with appropriate learned societies and/or professional bodies
- The ability to write and communicate effectively with policymaker and practitioner audiences.

#### **Teaching:**

- A record of development in the content, delivery or assessment of the curriculum at course-unit level at undergraduate and post-graduate levels.
- A record of effective contribution to programme management or development, including systems of student support.
- Evidence of a positive contribution to the development of teaching and learning within the University, beyond the immediate organisational context.
- Evidence of a positive contribution to teaching and learning outside the University.

- A record of engagement with personal and professional development in relation to teaching and student support.
- A record of development of activity that integrates social responsibility into the curriculum.

**Research (T&R only):**

- Evidence of making a positive contribution to the research development of others.
- A record of service to the research community external to your place of work or study.
- Evidence of effective research collaboration, including beyond discipline where appropriate.
- Evidence of research activity that supports the University's social responsibility goals.
- Some involvement in supervision of PGR students.
- A record of success in obtaining external research funding or active participation in externally funded research.
- Evidence of a developing reputation in the relevant international research communities.
- Knowledge Transfer and External Engagement:
  - Some evidence of productive involvement in knowledge creation and transfer in partnership with industry, government, NGOs, learned societies or professional bodies.
  - Some external activity in support of the University's social responsibility goal.
  - Some activity that enhances public understanding of, and engagement with, knowledge and research, or that contributes to a well-informed public debate.

**Desirable Knowledge, Skills, Experience and Qualifications: Senior Lecturer (Teaching and Research or Teaching and Scholarship)**

- The Desirable Knowledge, Skills, Experience and Qualifications for Lecturer, plus the following:
- Membership or collaborative experience with appropriate learned societies and/or professional bodies.
- The ability to write and communicate effectively with policymaker and practitioner audiences.
- To participate in the provision of executive education, development and other activities aimed at the policy and practitioner communities, particularly in subjects drawing on the research and teaching activities referred to above.
- To disseminate research through publication in other journals and events oriented at policymakers and practitioners.
- To be willing and able to travel globally for research (T&R only) and teaching.



## The Faculty of Humanities and Alliance Manchester Business School

### The Faculty of Humanities

[The Faculty of Humanities](#) is made up of five Schools: Environment, Education and Development; Law; Social Sciences; Arts, Language and Cultures; and the Alliance Manchester Business School. With 36 discipline areas, a total income over £230m per annum, over 16,800 students, some 1290 academic and 680 professional support staff, the Faculty is equivalent to a medium-sized university in the UK. The [REF 2014 results](#) and REF 2020 results confirmed The Faculty and the University of Manchester as a genuine international powerhouse, with exceptional performances in a wide range of disciplines.

### Alliance Manchester Business School

At Alliance Manchester Business School, '[Original Thinking Applied](#)' sits at the heart of everything we do. With triple accreditation from AACSB International, AMBA and EQUIS, we provide world-class, industry-focused education to undergraduates, postgraduates and executives across the globe. Our centres in Dubai, Hong Kong, São Paulo, Shanghai and Singapore open up a world of opportunities for our students, researchers and clients. All over the world, we engage with businesses of all sizes to share expertise and form rewarding partnerships. Ranked 2nd in the UK for research power, our influential research impacts all areas of business and management – from accounting and health management to big data and human rights.

Established in 1965 as one of the UK's first two business schools, we are proud to be part of the prestigious University of Manchester and the UK's largest campus-based business and management school.

## Management Sciences and Marketing Division

This role sits within the Management Science subject area within the MSM division. Our work brings together theories, models and techniques ranging from information extraction to many types of decision support across a range of research methodologies and analytical techniques. This spreads across a range of potential domains such as marketing, operations and supply chain management, information systems, and business analytics. We currently collaborate with national and international businesses as well as local and national government bodies, so there is strong potential to work with a range of excellent partners. The results of our multi-disciplinary approach to real-world problems enable us to develop new theories, models and teaching. We lead exciting initiatives, such as creating a new data visualisation lab which brings to life the value of data through immersive and interactive display. Our staff publish in the top journals in the above areas, some of which are: Journal of the Academy of Marketing Science, Journal of Marketing, British Journal of Management, Journal of Product Innovation Management; Journal of Operations Management; European Journal of Operational Research; International Journal of Operations and Production Management; Journal of Business Venturing, MIS Quarterly, Research Policy and Management Science.

## Our Vision and mission

Our vision is to be a world renowned Business School, harnessing virtuosity for the enduring benefit of human kind. Our mission is to give everyone the opportunity to transform their lives and, in doing so, help them transform the organisations they work for and the wider communities in which they live. This vision and mission is captured in our School strapline, Original Thinking Applied. As one of the original Business School established in the UK, we are inspired by Manchester which is renowned as the original modern city with an ethos of enterprise, culture and innovation. Our thinking has generated research on issues including the transitions to sustainability, the conditions for innovation in services, changing patterns of work and employment and public sector infrastructure finance and accountability. Our work is applied in our research-led teaching and consultancy, impact and public engagement.

## Working for The University of Manchester

The University of Manchester is the largest single-site university in the UK with around 38,000 students and more than 11,000 staff. Our [2020 vision](#) is to become one of the top 25 research universities in the world and we are committed to delivering an outstanding teaching and learning experience, contributing to the social and economic success of local, national and international communities, producing the highest calibre graduates, and developing our staff to be amongst the very best of their peers. To achieve our ambitious goals we aim to attract and retain the very best people to work across a range of academic disciplines and support functions.

The University of Manchester strives to make our community a welcoming, caring and enthusiastic one, fuelling ambition with opportunities and support to help us all achieve our personal and professional goals.

Our diverse job opportunities include an attractive [benefits package](#) with family-friendly policies that provide for flexible working. We care deeply about career and personal development, offering

a structured induction programme for new staff, an annual performance and development review, staff training for all career stages and mentoring opportunities to support your career development.

We have a genuine commitment to [equality of opportunity](#) for our staff and students, and are proud to employ a workforce that reflects the diverse community we serve. As a global institution, situated at the heart of a lively, culturally diverse city, we welcome applicants of all nationalities. To help [international job applicants](#) plan for life in the UK, we have put together some useful information on passports and visas, travel to the UK, accommodation and a number of other practical considerations. We also offer a generous [relocation service](#) to those relocating to Manchester.

### The City and the Region of Manchester

Manchester is one of the great European cities and the University's main campus is within walking distance of the city centre. The city's architecture represents one of the high points of Victorian achievement. The modern city is a major centre of banking, commerce and manufacturing, and hosts MediaCity UK, the country's most significant centre for creative and digital businesses.

Manchester has a highly cosmopolitan atmosphere and its cultural life is internationally renowned. Within a fifteen minute walk of the campus there are three outstanding professional theatre companies, the halls of the Hallé and BBC Philharmonic orchestras, the HOME arts centre and other cinemas, and Europe's fastest-growing Chinatown. Amongst developments enriching the area's cultural life have been: the opening of The Lowry at Salford Quays; the Bridgewater Concert Hall; Urbis, the Imperial War Museum North, designed by Daniel Libeskind, and the refurbished City Art Gallery.

Manchester is renowned internationally for sport: it is a venue for Test cricket and the home of Manchester United and Manchester City. The Commonwealth Games were held in Manchester in 2002. The University is a stakeholder in the Commonwealth Pool – now known as the Manchester Aquatics Centre – which offers on campus, world-class swimming facilities. Housing is varied, plentiful and, by English standards, moderately priced. There are excellent schools across the region.

Manchester is well served by a major international airport, with direct scheduled flights to many destinations in Europe as well as North America and Asia. Manchester Piccadilly railway station has been refurbished and is served by inter-city and other train services – with a direct link to Manchester Airport. The expanding network of Metrolink tram services offers an alternative mode of public transport from certain parts of the conurbation. Some of the most beautiful countryside in Europe is just over a thirty minute drive from the University, in the Peak District National Park, while the Lake District and Snowdonia are also within easy reach.

## Commitment to Equality, Diversity and Inclusion

The University of Manchester and Alliance Manchester Business School are committed to creating an environment where diversity is celebrated and everyone is treated fairly, regardless of gender, gender identity, disability, ethnic origin, religion or belief, sexual orientation, marital or transgender status, age, or nationality.

We have a genuine commitment to equality of opportunity for our staff and students, and are proud to employ a workforce that reflects the diverse community we serve.

Our University is a very diverse community: 16% of our staff are from a black and minority ethnic background, women make up 48% of our workforce, and international staff members make up 22%. We also have more than 40,000 students, including 11,000 international students from more than 160 countries.

### Equality Objectives:

1. Improve the representation of women and black and minority ethnic (BME) staff in senior leadership, academic and professional support positions.
2. Take action to further understand and improve the experience of disabled staff as indicated in the staff survey.
3. Take action to further understand and address any differential outcomes of undergraduate students in relation to access, retention, attainment and progression to a positive graduate destination in relation to disability, ethnicity, gender and socio-economic status.
4. Take action to understand and address any inequalities for researchers.
5. To better understand the challenges, obstacles and barriers faced by different groups at the University and to foster good relations between people who share a relevant protected characteristic and those who do not share it.
6. Better understand the potential impact of University functions on certain groups by improving disclosure rates and reporting mechanisms for age, disability, ethnicity, caring responsibilities, religion or belief (including lack of belief) sexual orientation and gender reassignment.

### Charter Marks:



Alliance Manchester Business School currently holds an Athena Swan Bronze Award. The Athena Swan Charter was established in 2005 to encourage and advance the careers of women in STEMM employment. In May 2015 the Charter was expanded to include non-STEMM Schools, professional and support staff, technical staff, and Trans staff and students. The Charter now also recognises work undertaken to address gender equality more broadly, and not just barriers to progression that affect women.



The [Race Equality Charter Mark](#) aims to improve the representation, progression and success of minority ethnic staff and students within higher education.

It is owned by the Equality Challenge Unit, ECU, which works to further and support equality and diversity for staff and students in Universities and Colleges.

The framework for the race equality charter mark builds on the experience and methodology of ECU's Athena SWAN Charter.

The University of Manchester was proud to be one of the 31 higher education institutions involved in the trial of the Race Equality Charter Mark



The University of Manchester placed 20<sup>th</sup> in the 2019 Stonewall Equality Index making it the most inclusive University in England for Lesbian, Gay, Bisexual and Trans\* employees.

Stonewall is Britain's leading charity for lesbian, gay, bi and trans equality, working to create a world where every single person can be accepted without exception.

Stonewall's Top 100 is compiled from submissions to the Workplace Equality Index, a powerful benchmarking tool used by employers to assess their achievements and progress on LGBT equality in the workplace, as well as their wider work in the community and on service provision.

Each organisation must demonstrate their expertise in 10 areas of employment policy and practice, including networking groups, senior leadership, procurement and how well they've engaged with LGBT communities.



The University is a Disability Confident employer, committed to interviewing all disabled applicants who meet all of the essential criteria set out in the person specification.

## Learning, Development and Progression

### Staff Learning and Development

The Staff Learning and Development (L&D) team support the personal and professional development of all staff in the University.

They work closely with learning experts around the University including those based in local HR teams and those supporting academic staff and early career researchers (ECR)

L&D offer everything from off the shelf, face to face training, to bespoke one to one development support. By planning activity both in response to the strategic goals of the University and the learning needs of individuals, we aim to become a truly leading learning organisation.

### Faculty of Humanities Researcher Development Team

The Faculty of Humanities Researcher Development Team works in collaboration with [methods@manchester](mailto:methods@manchester) and [artsmethods@manchester](mailto:artsmethods@manchester) to offer relevant, effective and comprehensive professional development for researchers at various stages of their careers. The team work alongside other University training providers, each School in the Faculty and with Researcher Development teams in the other Faculties allowing for shared delivery of training events, and promoting an interdisciplinary approach to the development of first-class research skills



### Humanities Teaching Academy

The Humanities Teaching Academy brings together a range of teaching and learning enhancement activities, from training and CPD through to dissemination, projects and awards. Wherever you are on your teaching journey, from TA to Programme Director, opportunities are available to help you develop, share or be recognised for your teaching practice. Development opportunities include:

### Academic Staff Promotion

As an equal opportunities employer, Alliance Manchester Business School is committed to promoting equality and diversity for all and will support all suitably qualified candidates for promotion.

The University has a transparent Academic promotions processes and criteria. It seeks to reward activity that contributes to the success of the University in achieving its goals. Colleagues will be expected to take an active approach to their own career development, but will be given support and advice with their applications.

### **Academic Staff Probation**

The University of Manchester has a supportive probation process to ensure newly appointed colleagues are provided with effective support, allowing them to achieve their full potential and to satisfy their career aims in research and scholarship. All probationers will be supported by a mentor and a probation supervisor, and supported through the Faculty “New Academics” development programme