Job Related Information

This document includes information about the role for which you are applying and the information you will need to provide with your application.

1. Role Details

<table>
<thead>
<tr>
<th>Vacancy reference:</th>
<th>13989</th>
</tr>
</thead>
<tbody>
<tr>
<td>Job title:</td>
<td>Lecturer/Senior Lecturer in People and Organisations</td>
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<tr>
<td>Reports to:</td>
<td>Head of Department for People and Organisations</td>
</tr>
<tr>
<td>Salary:</td>
<td>£39,992 – £56,950</td>
</tr>
<tr>
<td>Terms and conditions:</td>
<td>Academic</td>
</tr>
<tr>
<td>Grade:</td>
<td>AC3/4</td>
</tr>
<tr>
<td>Duration of post:</td>
<td>Permanent</td>
</tr>
<tr>
<td>Working hours:</td>
<td>Full time</td>
</tr>
<tr>
<td>Location:</td>
<td>The successful candidate will be based at the Open University campus in Milton Keynes, UK</td>
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<tr>
<td>Closing date:</td>
<td>Midday on Friday 13 October 2017</td>
</tr>
<tr>
<td>Type of application form accepted:</td>
<td>Electronic short application form, CV and covering letter</td>
</tr>
<tr>
<td>Number of referees required:</td>
<td>Three</td>
</tr>
<tr>
<td>Unit recruitment contact:</td>
<td><a href="mailto:fbl-recruitment@open.ac.uk">fbl-recruitment@open.ac.uk</a></td>
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</tbody>
</table>
2. Summary of duties

We are looking to appoint a Lecturer/Senior Lecturer in People and Organisation in The Open University Business School in the Department of People and Operations.

We are looking for candidates who are committed to the OU’s historic social mission of providing socially important, impactful and innovative research and teaching. We are open to a wide range of perspectives and backgrounds that can help advance the Department’s commitment to pursuing cutting edge thinking on contemporary economic and social issues. We are especially interested in candidates doing research in areas related to the changing nature of employment, technology and management, business intelligence, organization studies and critical perspectives on HRM. We would also strongly encourage applications from members of the CIPD and academics with experience teaching on MBA and MSc programmes.

You will contribute to a group of research active scholars in the Department of People and Organisations and build on our record of academic excellence through publications, research degree supervision and research grants. You will be expected to already have publications in top international journals and a history of attracting external funding. You will also be expected to engage with policymaker and practitioner communities to increase the public impact of your research. Additionally it would be desirable for you to be able to contribute to our new research group REEF (Research into Employment, Empowerment and Futures).

You will contribute to our teaching portfolio engaging with our distinctive teaching methods and developing new competences in this area. This will include teaching in the areas of people management and HRM; especially on the new MSc (HRM) accredited by the CIPD and a MBA programme. As part of the Faculty of Business & Law at the Open University we are at the cutting edge of pedagogy, on-line education and practice based learning. You will have the opportunity to work in teams designing and delivering innovative, high quality and challenging learning experiences for our students.

We want to hear from you if you are working within disciplines related to the study of work, employment and society and are capable of generating that enthusiasm and commitment in others. You must have a Doctorate in the social sciences, HRM, Organisation Studies or a related discipline and must be able to show a trajectory of research publications and associated research activity. You must also be able to demonstrate a willingness to develop the skills and capabilities required for our unique approach to teaching at undergraduate and postgraduate levels. You should demonstrate an ability to engage with a wide range of people: your academic peers, your students, their tutors within relevant business and professional environments. You will also be able to demonstrate the organisational skills to deal with innovation and change and to manage conflicting demands and meet deadlines.

3. Person specification

<table>
<thead>
<tr>
<th>Education, qualifications and training</th>
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<tr>
<td><strong>Essential:</strong></td>
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<tr>
<td>• Good academic qualifications in business and management related area(s).</td>
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<tr>
<td>• A doctorate in operations and supply chain management or any related discipline.</td>
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<tr>
<td><strong>Desirable:</strong></td>
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<tr>
<td>• Fellowship of the Higher Education Academy, PG CERT or member of the CIPD</td>
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<table>
<thead>
<tr>
<th>Knowledge, work and other relevant experience</th>
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<tr>
<td><strong>Essential:</strong></td>
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<tr>
<td>• An emerging research record evidenced by some existing publications</td>
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<tr>
<td>• A commitment to conducting high quality research, evidenced by current and/or planned projects, a pipeline of relevant research outputs, and/or evidence of applying for external funding</td>
</tr>
<tr>
<td>• An ability and willingness to contribute to the research culture of the department and the</td>
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</table>
Clear evidence of the capability to structure and write teaching materials in an accurate and accessible manner.

An interest in on-line teaching and virtual learning environments

Experience of teaching HE students face-to-face

**For Senior Lecturer**

- A record of high quality research publications, suitable for submission for REF 2021
- Experience of, and aptitude for, academic leadership
- Evidence of writing high quality bids for research funding
- Experience of research supervision at Masters and/or PhD level.
- A thorough grasp of current national and international developments in HE and business and management education

**Desirable:**

- Experience in online distance education is highly desirable.
- Experience of academic module design and development.
- International teaching experience
- Experience of working as a manager or a professional
- Evidence of innovative approaches to pedagogy demonstrated through teaching experience in HE in business and management related areas

**For Senior Lecturer**

- Evidence of international research collaboration
- Evidence of external engagement activity
- Evidence of research impact
- A record of inter-disciplinary working in teaching and/or research.

**Personal abilities and qualities**

**Essential:**

- Computer literacy and ICT competence.
- Flexibility, resilience and a team player, but also capable of taking responsibility for team leadership and for working independently
- Excellent communication skills, oral, written and electronic
- Professionalism as a colleague and proven track record of working with others as a member of a team
- Contributing to the general academic and professional life of the Faculty, University and wider academic community, including committee and representational roles if appropriate.
- The ability to work to tight deadlines.

**For Senior Lecturer**

- Ability to network effectively within and across institutions sharing, for example, good practice in teaching and learning scholarship or working in cross-institutional research teams
Desirable:
- Experience of using ICT and VLE in teaching and learning
- Evidence of taking a leadership role in teaching
- Evidence of working as a distance learning tutor
- Experience of teaching international students

Additional requirements/Special circumstances

Essential:
- A commitment to, and understanding of, equal opportunities.
- A commitment to distance learning and the need for supporting students from a wide range of backgrounds.
- Ability to travel throughout the UK and Internationally
- Willingness to work occasional evenings and weekends.

4. Role specific requirements e.g. Shift working
None

5. About the unit/department

**Faculty of Business and Law**
The Faculty of Business and Law is one of the four faculties of The Open University. It brings together two Schools – The Open University Business School and The Open University Law School – and has a strong reputation as a high-quality and innovative provider of management and legal education. Our courses and qualifications are studied by a wide range of people from all backgrounds – we are proud to promote opportunity and social justice by making higher education open to those unable to attend a more traditional campus-based university.

Student satisfaction is a high priority and we are determined to deliver the best outcomes for everyone studying with us. Our students return some of the highest satisfaction scores in the National Student Survey – they have ever since the NSS began.

Around 35,000 students are currently enrolled on our business, management and law programmes; about a quarter of them are based outside the UK in 80 countries. The majority of our students are employed and study part-time with us.

The Faculty employs around 130 academic staff, two thirds of whom are based at The Open University’s Milton Keynes campus and one third in the OU’s regional offices, aligned to the Faculty’s three Student Support Teams. The regional academics manage the Faculty’s 700 Associate Lecturers. Around 80 academic-related and administrative members of staff support the Faculty.

We are committed to developing our staff to achieve their full potential and offer a range of formal and informal training and development opportunities to support individual and Faculty objectives.

**The Open University Business School**

Founded in 1983, The Open University Business School holds a unique position as the leader in flexible,
accessible and high quality business and management education. We are recognised for the quality of our
programmes, the excellence of our teaching and the impact of our research. The School is one of an
international elite group of institutions to have triple accreditation by EQUIS, AACSB and AMBA. We are also a
member of the Global Business School Network – an organisation working with top international business
schools to build management education capacity in the developing world.

The School has four cross-disciplinary academic departments: Strategy and Marketing; Accounting and Finance;
People and Organisations; Public Leadership and Social Enterprise. Each department includes academics,
visiting experts, research staff and postgraduate students. The result is a dynamic, collaborative approach to
research and programme development that is engaged with the needs of commercial, public and third sectors
in the UK and internationally.

Research within the Business School combines intellectual rigour and innovation with practical relevance. Its
academics have substantial experience working jointly with organisations in all sectors of the economy and
directing their findings to influence management thinking and practice. There is an active PhD programme with
around 30 PhD students. Since first entering the Research Assessment Exercise (RAE) in 1996, The Open
University Business School has increased its research capability significantly, with external awards from
Economic and Social Research Council, Engineering and Physical Sciences Research Council, Design Council,
European Union, the private sector and internal sources. The 2014 Research Excellence Framework (REF) results
show the high quality of the research outputs and impact of the School’s research. The School ranked 34th
overall placing it in the top third of UK Business Schools. For impact, the School was placed 16th overall,
indicating not only the excellence of the research but also its influence and relevance to user communities in all
areas from practice to policy.

The School offers a wide range of undergraduate, postgraduate, doctoral and executive education
programmes. We also make a considerable amount of learning material available for free through The Open University’s own
open educational resources platform OpenLearn and popular social media such as iTunesU and YouTube, and as
part of FutureLearn – an (Open University owned) international university collaboration to bring online learning
to a global audience.

Further information about The Open University Business School can be found at:
http://www.open.ac.uk/business-school/

6. How to obtain more information about the role or application process

If you would like to discuss the particulars of this role before making an application please contact Anja
Schaefer by email peter.bloom@open.ac.uk

If you have any questions regarding the application process please contact by email fbl-
recruitment@open.ac.uk

7. The application process and where to send completed applications

<table>
<thead>
<tr>
<th>How to Apply:</th>
<th>Complete the short application form</th>
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<tbody>
<tr>
<td>The application form has been designed to give the information</td>
<td></td>
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</table>
needed at this initial stage.

**Covering letter**
Write a covering letter indicating why you are interested in this post and how you believe your knowledge experience and skills meet the Person Specification.

Please use the essential and desirable items listed in the person specification as sub-titles within your letter. In writing your letter, examine carefully the description of the role and analyse how your skills, knowledge and experience match with the requirements set out in the person specification.

Please pick out specific examples from your experience which clearly demonstrate that you have the particular knowledge and capabilities required in the person specification.

**Curriculum Vitae (CV)**
Please enclose an up to date CV with your application for employment. Please remove any information from your CV that might give an indication of your race, religion or belief, or sexual orientation, as these details are irrelevant to your application.

Decisions about short listing will be based solely on the information you provide on your application form and covering letter.

e-mail your application to:  
| Your completed application should be returned electronically to fbl-recruitment@open.ac.uk |

Please ensure that your application reaches the University by:  
| Midday on Friday 13 October 2017 |

| Applications received after the closing date will not be accepted. |

### 8. Selection process and date of interview

| The interviews will take place on:  
| Interviews are planned for w/c 6th November or 13th November at Milton Keynes but this date may be changed if operationally required. Please also note that occasionally there may be a need for second interview. |

| The selection process for this post will include  
| Presentation regarding your research and teaching profile. |

| We will let you know as soon as possible after the closing date whether you have been shortlisted for interview. Further details on the selection process will also be sent to shortlisted candidates.