

THE 1st University of East Anglia
Times Higher Education
Student Experience Survey 2013

**Athena
SWAN**
Bronze Award

UEA
University of East Anglia



ATR1205

Lecturer in Organisational Behaviour

Further Particulars

Norwich Business School

Faculty of Social Sciences

An International University



Founded in 1963, the University of East Anglia (UEA) is an internationally renowned University based on a campus that provides top quality academic, social and cultural facilities to over 14,000 students.

Located in rolling parkland, and just two miles from the centre of the beautiful cathedral city of Norwich, the University is part of the Norwich Research Park which is home to over 1,000 scientists working in several world ranked institutions. The city's motto is "A fine city" and its strong cultural heritage has seen Norwich maintain the best of its historical character whilst developing to become one of the most vibrant and attractive cities in Europe. The city is surrounded by beautiful countryside and within easy reach of the stunning Norfolk coast. A wide variety of visitors come to the region every year to enjoy boating on the Broads, the protected nature and wildlife habitats, as well as seaside towns and beaches.

The city's medieval centre of cobbled streets remains largely intact, but there is still space for modern buildings such as the city's newest centrepiece, the Forum, which is a striking piece of contemporary architecture. The glass front overlooks the colourful open-air market (one of the largest in the country) and reflects the city in all its diversity. The city is consistently rated as one of the top ten shopping venues in the UK.

“If there is another city in the United Kingdom with a school of painters named after it, a matchless modern art gallery, a university with a reputation for literary excellence which can boast Booker Prize-winning alumni, one of the grandest Romanesque cathedrals in the world, an extraordinary new state-of-the-art public library then I have yet to hear of it. Norwich is a fine city. None finer.

Stephen Fry



- No.1 for Student Experience (Times Higher Education Student Experience Survey 2013)
- World top 1% (Times Higher Education World Rankings 2013)
- World Top 100 (Leiden Ranking 2013)
- UK Top 20 (Guardian University Guide 2014, Times Good University Guide 2014 and Complete University Guide 2014)

The University has four Faculties:

- Arts & Humanities
- Science
- Social Sciences
- Medicine & Health Sciences

These incorporate 23 Schools of Study and drive the UEA's reputation for top-quality research and teaching

The University campus strikes a balance between a countryside and city setting; more than 320 acres of green parkland surround the campus with award-winning architecture by Sir Denys Lasdun, Lord (Norman) Foster and Rick Mather. Extensive on-campus facilities are all just a few minutes walk away from teaching and research facilities. Sporting facilities on campus include the University Sportspark which houses an Olympic-sized swimming pool and regularly hosts international sporting events. UEA also has the world famous Sainsbury Centre for Visual Arts and hosts an International Literary Festival which has included famous names such as Ian McEwan and Kazuo Ishiguro (both alumni of UEA's Creative Writing course).

The 2008 Research Assessment Exercise (RAE) saw significant advances in its international research reputation as well as the scale and impact of its work. History of Art, Film and Television Studies, American Studies and International Development secured places in the top three in the country, with Environmental Sciences and Pharmacy in the top ten. Over 50% of the University's research activity was deemed to be world leading or internationally excellent with 87% being of international standing.

Students and Courses

The University offers a choice of more than 300 courses through four Faculties. The University employs around 2,500 staff – two thirds of which are full time and one third part time. More than 1,150 members of staff are academic including around 500 researchers. Administration, support, technical and general staff make up just over 1,300 in total. It also came top of the most recent research effectiveness league table published by Research Fortnight. The University has over 14,000 students, including some 3,200 postgraduates and over 1,600 from outside the European Union from more than 100 countries worldwide.

Former UEA Students include:

- Booker Prize winning authors Ian McEwan and Kazuo Ishiguro;
- Comedy writers and performers Charlie Higson, Arthur Smith and Paul Whitehouse
- Explorer Benedict Allen
- Meteorologist Penny Tranter
- Radio 1 DJ Greg James
- Actors Jack Davenport, James Frain, Matt Smith and Tim Bentinck.



Further information available at:

www.uea.ac.uk

The Faculty of Social Sciences

The Faculty encompasses applied research and teaching in a wide range of social sciences and other professional fields and currently consists of the following Schools of Study:

- School of Economics (ECO)
- School of Education and Lifelong Learning (EDU)
- School of International Development (DEV)
- UEA Law School (LAW)
- Norwich Business School (NBS)
- School of Psychology (PSY)
- School of Social Work (SWK)

Some 260 academic and research staff work in these Schools, and the Faculty also includes a further 45 support staff. The Faculty hosts approximately 5,000 students, including approximately 2,000 postgraduates.



Further information on the Schools available at:

www.uea.ac.uk/ssf

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Social Science to
make a difference
The Faculty's Mission Statement
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The Faculty's mission statement is: Social Science to make a difference, through:

- Providing high quality learning and teaching, and postgraduate training, aimed at developing critical reasoning skills and employability;
- Generating research and scholarship across disciplines that not only contributes to the development of the disciplines themselves, but also produces socially useful new knowledge; and
- Putting enterprise and engagement, locally and globally, at the heart of our mission.



Norwich Business School

The University's long-term objective in establishing the Norwich Business School was to create a centre of excellence in management research and education.

Norwich Business School has maintained an exciting period of growth on all major fronts:

- the quantity and quality of research
- undergraduate and taught postgraduate programmes
- postgraduate research
- executive education.

This growth has enabled the School to relocate its Norwich campus base into the superb Thomas Paine Study Centre. This location boasts excellent research and teaching facilities, a stimulating, interactive working environment and provides considerable scope for further expansion of the School.

The School's successful performance has provided a number of new opportunities to undertake in the next phase of the School's growth. These include the development of new research centres, expanding the School's international links and collaborations with other leading business schools, and growing its taught course provision, especially at post-graduate level.

The School has a growing academic team with over 80 staff members, including 11 Professors, and aims to reach over 90 staff by the end of 2014.

Expansion has been steady since the School's foundation in 1995 with teaching capacity boosted by a cohort of Associate Tutor specialists drawn from other UEA Schools, other institutions and industry.

With around 1,000 undergraduate and over 700 postgraduate students, NBS is the largest school in UEA and plans for further steady growth.

The School is intent on firmly establishing itself as a leading international business school with "responsible business" serving as a distinctive theme running through its programmes and research, building on its international reputation in business and financial regulation, corporate governance and accountability, diversity and equality in careers and employment, occupational safety and health, ethical marketing, and sustainable business processes and economic development.



Teaching

Like UEA more generally, the School is committed to research-led teaching, and the courses offered reflect the research interests and expertise of academic staff.

At postgraduate level the School offers two AMBA-accredited MBA programmes and a suite of fourteen MSc programmes, serving over 700 students. These programmes include a successful part time Executive MBA and a full-time General MBA. The School's undergraduate recruitment is buoyant across a range of degree programmes with around 1,000 students. Six honours degree programmes are offered in Management, Accounting and Finance, Accounting and Management, Finance and Management. Marketing and Management and International Business Management.

The School also makes a significant contribution to the honours degrees in Business Finance with Economics; Economics with Accountancy (offered by the School of Economics), and to the BSc in Business Information Systems (offered by the School of Computing Sciences). It also services a 'business minor' programme which can be taken as a part of other Schools' degree courses in Norwich.

Research

The School has developed research and teaching groupings in five broad areas: Accounting, Finance and Governance (AFG); Employment Systems and Institutions (ESI); Business Regulation (BR); Innovation & Technology and Operations Management (ITOM); and Marketing, Entrepreneurship & Strategy (MEBS). The School strongly encourages multi-disciplinary research and collaboration with other Schools and operates the ESRC Centre for Competition Policy (CCP), which is based in the School but also spans the Schools of Law, Economics and Politics.

The School is keen to support and promote research ventures framed around a broad theme of responsible business and focused on raising substantial external funding, producing world-class publications and making a significant business, community and policy-making impact.

The School is committed to enabling all academic staff to be research active and all members of the School are given encouragement and support to help them contribute to achieving their full research potential. The research strategy supports basic and applied research, and encourages use of a wide spectrum of methodological approaches. A system of supporting mechanisms includes research mentoring, a substantial research development fund, generous study leave arrangements and support for conference attendance to nurture a productive research culture.

Research Students

The School is committed to expanding its doctoral programme, including its research training and MRes programme, as an integral part of developing its research culture, and offers a number of research scholarships. The School currently has over 50 research students who are encouraged to participate in School-wide research activities (e.g. research seminars, workshops, away days, working papers series), and are supported to participate in national and international research conferences.



Further information available at:

www.business.uea.ac.uk

The Post

Lecturer in Organisational Behaviour - Ref: ATR1205

The Post

The School is seeking to recruit an outstanding academic to provide research and teaching excellence in the field of Organisational Behaviour with interests and expertise in any area of organisational behaviour or related fields especially work psychology or human resource management. The successful applicant will take an active role in developing international-level research, contribute to teaching across a number of degrees, support enterprise and engagement activities and contribute to the School's Employment Systems and Institutions (ESI) Research Group.

Applications would be particularly welcome from candidates with research interests in one or more of the following areas:

- High performance human resource management systems;
- Management of international organisational networks;
- Globalisation and HRM;
- Knowledge sharing in networks;
- Leadership and well-being;
- Social support in the workplace;
- Work/life balance or management of home-work boundaries;
- Participative change management;
- Job design and redesign;
- Proactive work place behaviour.

Key Responsibilities

The post holder will contribute to teaching, learning and research activity commensurate with the post holder's area of expertise and experience, including as a minimum:

- Engage in research to an international standard within an identified area of expertise in the School;
- Contribute to maintaining and improving the student experience;
- Participate in internal teaching and learning QA processes, committees and boards;
- Undertake administrative roles as are required;
- Contribute to the research strategy of the school;
- Contribute to a research group in a relevant area.
- Provide supervision to PhD students as appropriate;
- Support the marketing activities associated with the programmes;
- Undertake duties commensurate with the aims and objectives of the position, as directed by the Head of the Business School.

Enterprise and Engagement

Common to both ATR and ATS staff at UEA is an expectation of appropriate contributions to teaching and related activities and to enterprise and engagement. Enterprise and engagement involves academic staff in the use of, or development of, intellectual capital which benefits both the University and non-academic sectors, through community engagement and interactions with other public sector bodies, business and the third sector.

Person Specification

The person specification for this post is enclosed in this brochure.

For an informal discussion with Professor Kevin Daniels - Head, Employment Systems and Institutions group, please contact :
Sue Seviour - Personal Assistant to the Head of School
Tel: +44 1603 592624
email: s.seviour@uea.ac.uk



Person Specification

Lecturer in Organisational Behaviour - Ref: ATR1205

Education, Experience & Achievements

Essential Criteria

- PhD or be near to completion with submission and award within one year of commencement.
- Proven record in attracting research funding commensurate with stage of career.
- Well defined and coherent research plan with published research. Clear evidence of quantity and quality research outputs commensurate with, or trajectory to meet, UEA's ambitions for REF submission.
- Demonstrable experience of enterprise and engagement commensurate with stage of career.

Personal Attributes

Essential Criteria

- Ability and willingness to contribute to the teaching and research profile, administration and general life of the School.
- Commitment to continuing to develop a strong research and development profile, including collaborative generation of research grants and publications.
- Committed to high quality teaching and research and to developing innovative teaching methods.
- Evidence of creative problem solving ability and sensitivity to learner needs, different national and regional cultures and expectations.
- Excellent interpersonal skills with evidence of ability to work with others in a diverse team environment effectively.
- Ability and willingness to work towards School, Faculty and University goals.
- Willingness to be flexible by undertaking additional duties as and when required by the Head of School.

Desirable Criteria

- A track record of research with recent publications in journals of international excellence.

Skills & Knowledge

Essential Criteria

- Excellent communication skills in the English Language.
- Excellent teaching and presentation skills with the ability to enthuse listeners.
- Proven ability to provide high quality undergraduate and graduate teaching in relevant subject area.

Special Circumstances

- Willingness to travel to other university sites, nationally and internationally, as required.



General Information

Terms and Conditions of Appointment

The candidate to whom an appointment is offered will receive a full statement of the terms and conditions of appointment for Academic, Teaching and Research Staff (ATR).

Duties

The post holder is required to assume such duties and responsibilities appropriate to the appointment as may be assigned to them by the governing bodies of the University or by the Dean of Faculty or Head of School, as appropriate, acting on their behalf. The post holder will examine without further payment in the examination for degrees and diplomas of the University when required to do so.

Residence

The University is strongly committed to providing an excellent student experience and research environment, and it is expected that all staff will be available on campus to carry out their duties during the working week in support of these goals. Absences for significant periods are by agreement with the Vice-Chancellor.

Relocation expenses

Relocation expenses are reimbursable under certain conditions.

Interview expenses

Reasonable travel and incidental expenses incurred in attending the interview will be reimbursed. (Please ensure that you keep all receipts). Please note that if you are offered a post and decline the offer, travel and incidental expenses will not be reimbursed. Detailed information on the allowances will be provided on the expenses claim form which will be sent to you if you are invited to interview.



Starting Date

The post is available from 2 January 2015 on an indefinite full-time basis.

Salary

Lecturer salary will be £39,685 to £45,954 per annum on Academic Grade 3 on the single salary spine (ATR). Please note that it is the expectation that candidates will be appointed at the bottom of the salary spine.

Annual Leave Entitlement

There is an annual holiday entitlement of six weeks, plus statutory (8 days) and customary (6 days) holidays.

Superannuation

The post is superannuable under the Universities Superannuation Scheme.

Occupational Health Assessment

Appointment will be subject to a satisfactory Occupational Health Assessment to be carried out by the University's Occupational Health Service.

Entitlement to Work in the United Kingdom

Due to the nature of this role and the level of qualifications required, please note that immigration legislation allows the University to apply for a sponsorship certificate for this post. Where appropriate, the University will apply for a sponsorship certificate from the Home Office UK Immigration and Visa Service on behalf of the candidate offered employment. The individual will be required to supply original documents and certificates to support this application.

Workers from outside of the EU who do not have current residency status within the UK and will require entry clearance or leave to remain approval from the Borders Agency should familiarise themselves with Tier 2 (General) of the Points Based System operated by the Home Office. Details are available at <http://www.ukba.homeoffice.gov.uk/>.

This document is available in alternative formats e.g. large print, disc and on-line. If you need this document in an alternative format please contact us on 01603 593034, fax 01603 593522, or email hr@uea.ac.uk

Application Process

Application Process

You should submit a covering letter and three paper copies of your curriculum vitae, or one copy if submitting the application by e-mail, along with a completed application form, addendum to application form and equal opportunities monitoring form.

Your completed application form should quote the [reference code ATR1205](#) and be returned by **12 noon** on **7 November 2014**.

You can find an application form at <http://www.uea.ac.uk/hr/vacancies/> or by telephoning the Human Resources Division on **+44 (0)1603 593034**.

You should return the application to us either electronically as an e-mail attachment to hr@uea.ac.uk, or by posting it to the [Human Resources Division, University of East Anglia, Norwich Research Park, Norwich, NR4 7TJ](#).

Postal applications will not be acknowledged unless a stamped addressed envelope or postcard is supplied. Please note that applications received after the closing date will not normally be accepted.

Addendum to Application Form

Please ensure as well as submitting your completed application form, supporting statement, curriculum vitae and equal opportunities form you also submit the addendum to application form which outlines details of your research publications.

Equal Opportunities Form

Please note that an Equal Opportunities Monitoring Form must be completed and returned with ALL applications, whether submitted by post or by email. If submitted by email, the Equal Opportunities Monitoring Form must be sent as a separate document/attachment to the Application Form

The Equal Opportunities Monitoring Form will be detached from the received application before short-listing takes place and will not form any part of either the short-listing or decisions-making process.

Proof of Qualifications

The person specification for this post lists qualifications that are essential and/or desirable and you may hold some or all of these qualifications. Please note that if you are offered a contract you may be asked to provide original certificates of these educational and professional qualifications. Please **DO NOT** provide these with your application.

Referees

In naming referees in your application, you are requested to give only those who can immediately be approached and one of these must be your current employer, or if not employed your most recent employer.

Interviews

It is anticipated that presentations and interviews will take place at the University on **9 December 2014**. Candidates who have not heard by this time should assume their application has been unsuccessful.

Please note that it is not normal practice to provide feedback to candidates who have not been shortlisted.

