### POSITION DESCRIPTION

<table>
<thead>
<tr>
<th>Position Title</th>
<th>Associate Lecturer</th>
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</thead>
<tbody>
<tr>
<td>Organisation Unit</td>
<td>UQ Business School</td>
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<tr>
<td>Position Number</td>
<td>New</td>
</tr>
<tr>
<td>Type of Employment</td>
<td>Full Time, Fixed Term</td>
</tr>
<tr>
<td>Classification</td>
<td>Teaching Focused Academic Level A</td>
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</tbody>
</table>

#### THE UNIVERSITY OF QUEENSLAND

The University of Queensland (UQ) contributes positively to society by engaging in the creation, preservation, transfer and application of knowledge. UQ helps shape the future by bringing together and developing leaders in their fields to inspire the next generation and to advance ideas that benefit the world. UQ strives for the personal and professional success of its students, staff and alumni. For more than a century, we have educated and worked with outstanding people to deliver **knowledge leadership for a better world**.

UQ ranks in the world’s top universities, as measured by several key independent ranking, including the CWTS Leiden Ranking (32), the Performance Ranking of Scientific Papers for World Universities (40), the US News Best Global Universities Rankings (42), QS World University Rankings (47), Academic Ranking of World Universities (54), and the Times Higher Education World University Rankings (66). Excluding the award component, UQ is now ranked 45th in the world in the ARWU, and is one of the only two Australian universities to be included in the global top 50.

UQ has an outstanding reputation for the quality of its teachers, its educational programs and employment outcomes for its students. Our students remain at the heart of what we do. The UQ experience – the UQ Advantage – is distinguished by a research enriched curriculum, international collaborations, industry engagement and opportunities that nurture and develop future leaders. UQ has a strong focus on teaching excellence, winning more national teaching excellence awards than any other in the country and attracting the majority of Queensland’s highest academic achievers, as well as top interstate and overseas students.

UQ is one of Australia’s Group of Eight, a charter member of edX and a founding member of Universitas 21, an international consortium of leading research-intensive universities.

Our 53,000-plus strong student community includes more than 16,400 postgraduate scholars and more than 17,000 international students from 135 countries, adding to its proud 260,000-plus alumni. The University has more than 6,600 academic and professional staff (full-time equivalent) and a $2.15 billion annual operating budget. Its major campuses are at St Lucia, Gatton and Herston, in addition to teaching and research sites around Queensland and Brisbane city. The University has six Faculties and four University-level Institutes. The Institutes, funded by government and industry grants, philanthropy and commercialisation activities, have built scale and focus in research areas in neuroscience, biomolecular and
biomedical sciences, sustainable minerals, bioengineering and nanotechnology, as well as social science research.

UQ has an outstanding track-record in commercialisation of our innovation with major technologies employed across the globe and integral to gross product sales of $11billion+.

UQ has a rapidly growing record of attracting philanthropic support for its activities and this will be a strategic focus going forward.

Organisational Environment

UQ Business School is independently ranked as one of the top business schools in Australia and among the leading institutions worldwide. Our mission is to cultivate courageous thinkers who empower future leaders to positively transform business and society. Based at the St Lucia campus as part of the Faculty of Business, Economics and Law, the School brings together 13,000 students and 230 full-time equivalent staff.

UQ Business School also has a presence at UQ Brisbane City, the University's newest site in the heart of the Brisbane CBD. At UQ Brisbane City, students and professionals from the School's Master of Business Administration (MBA) program and Executive Education courses are taught in smart, functional and flexible learning facilities.

The School offers a wide range of degree programs. Our eight main areas of academic strength are represented by discipline clusters – accounting, business information systems, finance, international business, management, marketing, strategy and entrepreneurship, and tourism.

UQ Business School is renowned for its cutting-edge research, outstanding academic staff, depth of educational programs and close links with leading global organisations. The School also carries AACSB International and EQUIS accreditation – the first school in Australia to receive this prestigious accreditation across its full range of programs.

To learn more about UQ Business School, please visit https://www.business.uq.edu.au.

Information for Prospective Staff

Information about life at UQ including staff benefits, relocation and UQ campuses is available online.

The University of Queensland Enterprise Agreement outlines the position classification standards for Levels A to E.

DUTY STATEMENT

Primary Purpose of Position

To engage, as an Associate Lecturer, in undergraduate and postgraduate teaching, and further development of the School’s Commerce program and others, as well as performing research, administrative and other activities associated with the School and its Accounting discipline.
Duties

Duties and responsibilities include, but are not limited to:

Teaching and Learning
- Teach undergraduate and postgraduate subjects in the Commerce program and other programs as required
- Initiate and develop course material, assist in the coordination of courses and undertake administrative duties, particularly for large courses
- Where appropriate teach subjects in flexible delivery mode and consult with students

Scholarship of Teaching and Learning
- Performs discipline appropriate research and/or scholarship of teaching and learning activities e.g. surveys, literature reviews, data gathering and/or recording of results
- Demonstrates knowledge of discipline and/or scholarship of teaching and learning research methods
- Documents findings, individually and/or in collaboration with colleagues, for publication in traditional and/or non-traditional outlets appropriate for the discipline in scholarship of teaching and learning such as journals, books and conference proceedings. Acts in compliance with the code of ethical responsible conduct of research

Service and Engagement
- Perform a range of administrative functions in the School
- Contribute to the processes that enable the academic team to manage the work of the School, including participate in School decision-making and serve on School committees
- Any other duties as reasonably directed by your supervisor

Other
- Ensure you are aware of and comply with legislation and University policy relevant to the duties undertaken, including but not exclusive to:
  - the University’s Code of Conduct
  - requirements of the Queensland occupational health and safety (OH&S) legislation and related OH&S responsibilities and procedures developed by the University or Institute/School
  - the adoption of sustainable practices in all work activities and compliance with associated legislation and related University sustainability responsibilities and procedures
  - requirements of the Education Services for Overseas Students Act 2000, the National Code 2007 and associated legislation, and related responsibilities and procedures developed by the University

Organisational Relationships

The position reports to the Discipline Leader: Accounting and Head of School.
SELECTION CRITERIA

- A Bachelor Honours degree or PhD in Commerce
- Demonstrated expert knowledge in the area of financial accounting
- Demonstrated teaching skills at undergraduate and postgraduate levels
- An ability to establish effective relationships and to represent and promote academic discipline at a university and wider community level, including industry, government and professional bodies.
- Evidence of scholarship of learning and teaching
- Ability to work collaboratively with colleagues.
- Commitment to upholding the University’s values, and with the outstanding personal qualities of openness, respectfulness and integrity

Qualification Verification

An appointment to this position is subject to the verification of the highest academic qualification from the conferring institution.

The University of Queensland values diversity and inclusion and actively encourages applications from those who bring diversity to the University. Please refer to the University’s Diversity and Inclusion webpage for further information and points of contact if you require additional support.

This role is a full-time position; however flexible working arrangements may be negotiated.

Accessibility requirements and/or adjustments can be directed to recruitment@uq.edu.au.