

Lancaster University Management School
Undergraduate Placement Officer
Further Particulars

LUMS is a world-ranked international business school, accredited by the AACSB, the Association of MBAs and EQUIS and is consistently ranked in the Top 5 Business Schools in the UK.

The LUMS Careers Team was established 5 years ago and is heavily used by our career-focused students. The service the LUMS Careers Team provides is central to the student experience and The LUMS Careers Team is now recruiting for an Undergraduate Placement Officer.

This is an important post and you will be responsible for coordinating and managing the undergraduate placement scheme for initially 120 students but with plans to grow this number. The primary responsibilities will be to look after and expand our already excellent relationships with placement employers; provide careers advice and guidance to the students on the placement scheme via careers lectures and workshops, in small groups and one to one. You will be educated to degree level or equivalent have relevant experience in a similar careers related role, have strong interpersonal skills and a determination to make a positive impact in this role.

Informal enquiries to Louise Briggs, Employability, Enterprise and Careers Manager: email l.a.briggs@lancaster.ac.uk

To apply online or request further information, please visit <http://hr-jobs.lancs.ac.uk/Vacancies.aspx>

Closing Date:

Interviews: (Provisional)

The University

Lancaster University was founded in 1964 and in its relatively short life it has established a reputation for innovation in education and quality in research. Examples of the former are the highly flexible undergraduate degree structure and distinctive taught postgraduate programmes. Testimony to the latter is the performance in successive research assessment exercises which has placed the University in the top 10 universities in the UK and this is reflected in an increasing portfolio of regional, national and international research partnerships that advance core disciplinary knowledge and address key societal issues.

The University has over 9,500 students from over 120 different countries and is sited on a pleasant, green, out-of-town campus. It combines a strong regional commitment including involvement with local higher and further education institutions, with an international outlook as witnessed by the number of undergraduate and, postgraduate exchange programmes.

As well as providing accommodation and academic facilities, the campus has eating places, a newsagent, supermarket, bakery, bookshop, Student's Union, hairdresser, gift shop, travel agent, a Post Office, two banks, an NHS dental surgery, Health Centre and pharmacy. In addition Lancaster city centre is a ten minute journey from campus with excellent travel links.

Located in an area of great natural beauty close to the sea, the English Lake District and the North Yorkshire Moors, Lancaster offers its staff an exceptional quality of life with outstanding schools and easy air access to the world's major cities.

The School (www.lums.lancs.ac.uk)

Lancaster University Management School (LUMS) is among the world's most highly ranked management and business schools. LUMS has achieved an international reputation as one of the UK's exceptional research-led management schools, and has made a significant contribution to management education since its establishment in 1964. The School's growing profile has underpinned the successful recruitment of faculty of world class standing, and outstanding students on to its undergraduate, postgraduate and post-experience programmes.

- Quality Benchmarks

LUMS is one of a small group of business schools to hold triple accreditation from AACSB, EQUIS and the Association of MBAs. EQUIS is the leading international system of quality assessment, improvement, and accreditation of business schools, operated by the European Foundation for Management Development (EFMD), and AACSB is America's foremost professional association for college and university management education and the premier accrediting agency for business degrees. As a School we are ranked 20th in European Table of Business Schools (FT 2009):

- FT MBA 24th in the world (Financial Times, 2010)
- Doctoral programme = 5th in world (FT 2009)
- Customised executive education = top 50

- Research

In the latest Research Assessment Exercise (RAE, 2008) LUMS is in the top four university business schools on most measures of research quality, and 5th equal if using the simple grade point average score. Three quarters of Lancaster University Management School's research activity has been assessed as world leading or internationally excellent in terms of originality, significance and rigour, and virtually all its research (95%) is of international standing.

- Postgraduate provision

LUMS offers a wide portfolio of both specialist and general Masters programmes in addition to the MBA. The range of programmes reflects the considerable breadth of academic expertise available in the School. For more advanced and research-oriented study, we offer one of the largest ESRC-recognised MPhil and PhD programmes in a European business school (as verified in the latest FT doctoral programmes ranking).

- Undergraduate provision

LUMS is regularly ranked in the top ten UK business schools for Business Studies undergraduate teaching (The Times and The Guardian league tables). The National Student Survey, which surveys final year students, placed LUMS equal 1st for student satisfaction in England for two out of the last three years. We offer an extensive range of broadly-based and more specialised programmes, including the innovative BBA in European Management.

- Executive education and development

LUMS is a market leader in bespoke executive development, having worked with major multinational companies such as BAE Systems, British Airways, Motorola, Total and Hanson as well as many other organisations of national importance. LUMS has placed a strategic priority on Leadership Development, and is well known for innovative international executive development with programmes such as the Advanced Leadership Programme and the International Masters in Practising Management.

- Facilities

As part of LUMS' continuing expansion, a £10m state-of-the-art building was opened in 2005. This contains three major lecture theatres, a number of informal working and social spaces and the Lancaster Leadership Centre, which underpins our work on leadership studies. As part of our further expansion the Charles Carter Building is expected to be completed by March 2011, the new building will house 3 of our 8 academic departments and will provide additional teaching space.

- Scope

With around 149 full-time faculty members (including over 40 full Professors), we have expertise in all the core business and management disciplines to deliver programmes to a student body of 3601 plus students (2311 undergraduate, 571 postgraduate taught, 219 postgraduate research and 500 executive).

For further information on LUMS please refer to our website at www.lums.lancs.ac.uk

Careers

LUMS Strategic Plan 2010 – 2015 affirms that our belief that developing employability skill is a core part of a student's university experience. We aim to produce graduates who are capable of becoming leaders of the future, operating globally within their own chosen fields.

We recognise that the range of skills and attributes that make graduates sought after by employers is wide and complex and requires dedicated support and resources. Our ongoing investment in careers provision and employability awareness continues to benefit our students. 83% of LUMS recent graduates report success in achieving graduate level employment or higher level study¹. We seek to prepare our students for the world of work by developing not only subject specific knowledge but also skills in

- critical and reflective thinking
- self awareness
- career planning
- problem solving and analytical thinking
- creativity
- team working, including multi cultural and diverse teams
- commercial awareness
- communication

We endeavor to develop graduates with a number of defining characteristics which include high levels of personal and professional confidence, motivation and commitment, ethical understanding, innovation and enthusiasm and an appreciation of the benefits of life-long learning.

Undergraduate Placements

LUMS values highly its Placement Scheme which annually places approximately 120 students in 3, 6 and 12 month placements across a vast range of roles and industry sectors in the UK, Europe and nationally. We strongly believe that a student who undertakes a placement gains valuable insight

¹ Destination of Leavers in Higher (DLHE) Survey 2008/09 published in May 2010

into an organisation and real experiences which sets them apart in the graduate recruitment process. A successful placement or internship can lead to a graduate job offer or students being fast tracked through the recruitment process. Currently a number of our undergraduate degree programmes include a work placement opportunity. These include the BBA Management, BBA European Management, BA Management & Entrepreneurship, BSc Marketing Management, BSc Management and Information Technology and BSc Project Management.

The LUMS Careers team was placed in the top four in the recent Rate my placement Awards for Best Careers or Placement Service. The Team currently comprises the Employability, Enterprise and Careers Manager, Postgraduate Careers Advisor, Employability, Careers and Events Administrator, visiting careers advisors and student helpers. The successful applicant for this post will join and further strengthen this existing team.

Central Provision: Centrally the main Careers Service (CEEC) provides a range of employer visits, employability workshops and administer the Lancaster Award.

Departments

- **Accounting and Finance**

Lancaster has long been recognised as one of the UK's leading centres for the teaching and advanced study of Accounting and Finance, and many former members of the teaching staff and research students of the Department now occupy senior academic positions in other leading universities. Details of the Department's research and teaching activities are provided below.

In addition, the Department is one of the CFA Institute's global Program Partners. To achieve Program Partner status, the Department was required to demonstrate that its taught Masters syllabus matches the main 'Candidate Body of Knowledge' which is examined by the Institute for its CFA qualification. In addition, Lancaster University Management School was able to demonstrate its commitment to continued teaching and research excellence.

The Department has been consistently ranked by the UK Higher Education Funding Council in the highest research quality category, corresponding to research of international excellence. It was the only Accounting department rated as 5 on a five-point scale in the 1989 Research Assessment Exercise (RAE). Subsequently, the Management School was submitted for rating purposes as a single unit; the Department's continued quality was confirmed by the top 5-star ratings awarded to the School in 1992, 1996 and 2001. 75% of Lancaster University Management School's research activity has been assessed as world leading or internationally excellent in terms of originality, significance and rigour, and on this measure Lancaster is 3rd equal in the UK in the RAE 2008.

Further details about the department can be found at:

<http://www.lums.lancs.ac.uk/departments/Accounting/>

- **Economics**

The Department of Economics has long played a key role in the Management School. With more than 20 members of academic staff, it has a strong research base, with interests spanning a wide area of theoretical and applied issues.

Staff within the Department have undertaken prominent recent work in a number of areas: education economics, labour economics, industrial organisation, international trade, macroeconomics, investment, finance, economic development, applications of nonlinear time series and business history.

The Department of Economics is proud of its reputation for high quality teaching and personal attention to students at all stages of study.

At undergraduate level, the Department offers single major degrees in Economics and Business Economics and a range of joint degree programmes. These degrees are all structured to provide a solid foundation of economic principles while also allowing choice in order to appeal to a broad spectrum of interests. They prepare students for a variety of careers in business and other occupations. Around 200 students are currently studying for major degrees in the Department.

At postgraduate level, the Department offers two taught Masters programmes: an MSc in Money, Banking and Finance and an MSc in Quantitative Finance. There is also a sizeable community of research students on the Department's doctoral programme.

Further information on the department can be found at:

<http://www.lums.lancs.ac.uk/departments/Economics/>

- **Institute for Entrepreneurship and Enterprise Development**

The Institute for Entrepreneurship and Enterprise Development (IEED) undertakes outstanding work in the fields of entrepreneurial research, education and business support. Its strengths derive from the close alignment of these three key elements and from the continuous 'real world' feedback that it receives through interaction with the business community. Founding all operations upon the real and current demands of business is fundamental to IEED.

Every process, product and stage of activity within the Institute is informed by dialogue and engagement with businesses and external organisations. This generates a constantly expanding knowledge base which shapes the development and delivery of both new and existing services. This ensures that they are always up to date, focused and precisely matched to the needs of students, businesses and the wider community.

Within the Institute for Entrepreneurship and Enterprise Development (IEED), business support activity is focused upon the North West's small and medium-sized enterprises (SMEs) - both private sector and social enterprises.

Through projects part-financed by the European Union Regional Development Fund, NWDA and HEIF, the Institute has assisted more than 600 SMEs in recent years, reporting substantial improvements in both sales and job creation. Indeed, such has been its success that an independent report to the NWDA recommended that its organisation and activities be made the subject of a best-practice case study for business support. The distinctive characteristics of this work stem from direct engagement with entrepreneurs and the synergies resulting from the integration of business support, education and research. A genuine proponent of demand-led delivery, the Institute has devised and implemented support mechanisms of proven effectiveness and has built up a thriving network of businesses that recognise the benefits of maintaining close relationships with the IEED and with one another.

Further information about the department can be found at:

- **Management Development Division**

The Management Development Division (MDD) specialises in designing, developing and delivering [executive management and leadership development programmes](#) to meet the strategic and operational needs of our increasingly diverse clients. MDD also leads on the design and delivery of several individual development programmes, including the Lancaster Executive MBA, the Lancaster Certificate in Coaching and the Executive MSc in Project Management.

All our work draws on in-depth understanding of management and organisational learning – informed by pioneering research by LUMS faculty in how managers and leaders learn and shaped also by our own experience of delivering programmes to senior managers from the public, private and non-profit sectors.

This expertise means we can design programmes that combine theoretical and experiential learning in highly effective ways, using action learning methods to ensure our courses deal with the pressing issues faced by our delegates and their organisations. Teaching staff within the Division are selected for their ability to understand organisational issues and are expert in designing and directing executive and organisational development programmes. In addition, each has their own area of subject expertise – ranging from strategy and leadership to corporate social responsibility and executive coaching. We also draw on expert faculty from other LUMS departments, and on our associate group of business experts, coaches, outdoor learning specialists and experienced facilitators.

Nurturing close partnerships with organisations to create valuable, lasting relationships is central to our way of working. Current and recent clients include Airbus, AstraZeneca, BAE Systems, British Airways, BT, Co-operative Financial Services, Great Places Housing Group, Help the Hospices, ITSA, the NHS, the National Housing Federation, Rexam PLC, Riverside Group, Royal & SunAlliance and UKAEA.

Further details about the department's activities can be found at:

<http://www.lums.lancs.ac.uk/departments/MDD/>

- **Management Learning and Leadership**

The Department of Management Learning and Leadership was originally established as a research centre in the mid 1970s by the Foundation for Management Education, which also helped found LBS and MBS and successive waves of management schools in the UK.

The focus of research in the Department of Management Learning & Leadership is on management learning, leadership and organisation. This includes leadership for sustainability and diversity, the learning and development process associated within each of these areas and initiatives to make these happen including evaluation.

It takes a number of different forms ranging from research that addresses policy and strategy issues and debates, to research that focuses upon practices or practical actions in context. Our research occurs across a wide range of contexts (individual, management, organizational, social, and technological). These contexts often include organizations and workplaces but also classrooms, training rooms, virtual learning environments, networks and communities of social relationships, and other spaces for developmental activities.

Research in the department is often interdisciplinary and draws upon a variety of qualitative and quantitative methods and disciplines, including sociology, cultural studies and education, as well as other inter-disciplinary or post-disciplinary fields such as organisational studies, feminist, critical and post-structural theory.

Further details about the department can be found at:

<http://www.lums.lancs.ac.uk/departments/DML/>

- **Management Science**

Established in 1964 and 1967 as the two Departments of Operational Research and Systems Engineering, the Departments were the first of their type in a British University and were amongst the earliest departments of the University of Lancaster. Set up under the direction of Professor Pat Rivett and Professor Gwilym Jenkins, the departments made their mark by their co-operative attitude to research and scholarship. Since then, the departments have enjoyed distinguished leadership from Professors Gwilym Jenkins, Mike Simpson, Alan Mercer, Peter Checkland, Robert Fildes, Brian Kingsman, Mike Pidd, Richard Eglese and Linda Hendry.

In 1993, the two departments merged to form the Department of Management Science. The new department brought together Professor Peter Checkland's work in soft systems methodology and its application in information systems, with the formal, quantitative modelling skills of the operational research staff. It is now an international centre of excellence for research and teaching in management science, covering the disciplines of Information Systems and Information Technology, Operations Management, and Operational Research,. It therefore embraces a rare combination of research skills, from the hard quantitative skills through to qualitative research approaches including action research.

Since 2001, the Department has roughly doubled in size. It has also seen major developments in its focus. In particular, both the information systems, the mathematics of OR and supply chain management have been considerably strengthened. With a complement of over 30 research staff, the Department is now one of the largest of its kind in Europe.

In the past two years, the Department has been funded by Economics and Social Sciences Research Council (ESRC) to examine service sector innovation through information systems, and the Engineering and Physical Sciences Research Council (EPSRC) to train doctoral students across IS, computing science, and design. It has also had EPSRC funding to develop a national training course for doctoral researchers in OR (NATCOR), and most recently, is leading a consortium of four universities (Lancaster, Nottingham, Cardiff and Southampton-LANCS for short) in an initiative to develop the foundations of OR. The latter is an investment of £13M (the LANCS initiative) which includes funding for new staff.

Full details of the department and its activities and publications may be found on its web pages, using the URL: <http://www.lums.lancs.ac.uk/pages/Departments/ManSci/> A web page dedicated to the LANCS initiative may be found at <http://www.lancs-initiative.ac.uk>.

- **Marketing**

The Department is the longest established in the UK and the first chair in Marketing was instituted in Lancaster in 1965, partly funded by the Institute of Marketing. In the early years the Department's teaching was entirely focused in a successful MA programme with a strong project component based on 'real-world' company problems. The Department started a successful undergraduate degree

scheme in Marketing and in 1994 launched a new Advertising and Marketing degree scheme. In September 2004 the MSc in Advanced Marketing Management was launched. It is unique in its focus on candidates with significant academic or work-based experience of marketing. Over the last ten years, the Department has also attracted an increasing number of doctoral students pursuing research in areas close to the Department's main research strengths.

The Department covers a wide range of subdisciplines within Marketing. There are two main areas of research in the Department. The first area is consumer behaviour, where research focuses on the meaning and experience of consumption in individuals' everyday lives. The second main area is concerned with business marketing and purchasing. In particular, the Department has made significant contributions to the study of business markets as networks of inter organisational relationships.

The Department has a major class of around 130 undergraduate students and offers a wide range of full and half unit courses in Part II. The Part I course, taken and assessed in the first year, has a quota intake of about 180 students. Most, but not all, of the non-majors take other Management School subjects. The course is innovative in design in that the second term and third terms comprise a computer-based market research project simulation which involves students designing and administering questionnaires and then analysing and presenting the results.

In 2004/5 the Department launched an innovative MSc in Advanced Marketing Management programme which has attracted a large number of applications. The Department has a reputation for high quality teaching and innovation in teaching methods.

Further details about the department can be found at:
<http://www.lums.lancs.ac.uk/departments/Marketing/>

- **Organisation, Work and Technology**

Organisation, Work & Technology (formerly known as Behaviour in Organisations) is a multi-disciplinary department of psychologists, sociologists, knowledge management, employment relations, information systems and HRM specialists. It was founded in 1969 in response to a growing recognition of the importance of the study of behaviour in organisations and of the significance of multi-disciplinary approaches within it. In common with a number of Lancaster Management School departments, the establishment of the Department in the form that was chosen was both innovative and far-sighted.

Since then, the Department with its distinctive ethos has flourished. Under the leadership of a number of well-known academics - Brian Bloomfield, Lucas Introna, Stephen Ackroyd, Frank Blackler, Gibson Burrell, Robert Cooper, Karen Legge and Mike Reed among them – the Department has prospered and now commands an international reputation. With the present Head of Department, Bill Cooke, the Department has developed a strategy which encompasses research interests across the interconnected areas of organisation, work, and technology. The traditional emphasis on a high level of conceptual awareness and especially interest in organisation theory continues to be an identifying feature of the Department but has been supplemented by the deployment of ideas and theories from the area of science, technology and society studies (STS) and ethical philosophy. The Department also continues to develop its involvement in the critical analysis of applied areas of the field such as human resource management and employment relations. Departmental expertise in these areas supports collaborative work being undertaken in the Management School (LUMS) and in the wider University.

The study of Organisation, Work & Technology is an inter-disciplinary endeavour, drawing primarily on the disciplines of psychology, social psychology, sociology, law, philosophy, economics, history, political science, social anthropology and other social sciences. Understanding the inter-relationship between these disciplines and applying their distinctive perspectives is central to the Department's work.

Management students often want to learn techniques for organising and managing. However, management history is littered with techniques that were once popular and then were discarded because they failed to fulfill what was expected of them. The emphasis in the Department is, first and foremost, on analysis and understanding of the dynamics of organisations. Good practice, and knowing when a technique will and will not work, follows from a thorough appreciation of the complexity of many problems and issues.

Further details about the department can be found at:

<http://www.lums.lancs.ac.uk/departments/owt/>

- **Centre for Performance Led HR**

The Centre for Performance-Led HR (CPHR) at Lancaster brings together world-class experts to work with top HR directors to overcome the most pressing issues facing senior HR specialists today. One of these is the dilemma of performance. The Centre has been established as a problem-based research group that will offer advice and solutions. It is a unique partnership between Lancaster University Management School, government and major corporations and was nominated as one of five Outstanding Employer Engagement Initiatives in the 2009 Times Higher Education Awards. Both Cary Cooper and Paul Sparrow now rank in the top 5 most influential UK academics in HR. In the Human Resources Magazine 2009 ranking Cary Cooper, Professor of Organisational Psychology and Health is ranked at number 6, with Paul Sparrow, Professor of International HRM and Director of the Centre at 14. Lancaster is one of only two business schools to boast more than one entrant in the league table.

The Centre has the following aims:

- Generate research data and insights of specific relevance and utility to HR functions
- Help foster applied research based on new ideas and emerging trends that address real-world needs by engaging a broad range of stakeholders in the creation, interpretation and dissemination of knowledge
- Provide a reflexive, evidence-based decision-making environment through which HR directors can lead their functions.
- Disseminate such work through academic media and leading business media outlets, encouraging joint authorship
- Facilitate networking opportunities with Lancaster University Management School's global faculty

The Centre moves away from traditional simple research contracts with business towards the development of a culture of deep engagement around the key business problems that HR functions have to face. To enable this, the Centre:



Lancaster University MANAGEMENT SCHOOL

- Works with sponsors on both generic and bespoke projects that provide unique content and innovative synthesis of existing research in the field of HR.
- Ensures that work is informed by developments in other academic fields that have a bearing on the performance and effectiveness of HR functions
- Brokers research in ways that are relevant to practitioners and ensure that management fads are put into context
- Provides thought leadership (through ideas or people) based upon insights from research networks and our own analysis
- Facilitates interventions and knowledge transfer informed, designed and delivered on the basis of our own insights into learning and development methods
- Capitalises on on-going projects and company contacts in ways that inform the School's teaching and research activities

A distinctive feature of Lancaster University Management School is that we draw important linkages between a number of our Centres, leveraging and developing knowledge across each. For HR Directors, there are clear points of contact and mutual insight, for example, between our Centre for Performance-led HR and the Lancaster Centre for Strategic Management, the Lancaster Leadership Centre, and the newly-established Centre for Organizational Health and Wellbeing.

Further details about the Centre can be found at:

<http://www.lums.lancs.ac.uk/research/centres/hr/>

- **Centre for Strategic Management**

The Lancaster Centre for Strategic Management was formed in 2007 by Professor Gerry Johnson and is now led by Professor Julia Balogun.

Both for managers themselves and for academics who study strategic management the topic is diverse. Strategies exist at the corporate level, at the business level and at operating levels. They have economic dimensions to them, social dimensions, ethical dimensions and the practical concerns of both developing and implementing those strategies. Strategy is not easily confined to a single perspective or to a single discipline.

The Centre brings together academics from across Lancaster University Management School who, themselves, represent this same diversity. It includes academics who are carrying out research in the following areas: service strategy; game theory and the economics of strategy; historical perspectives on strategy; strategy implementation both in relation to leadership and performance management; and top management strategic competences.

The Centre also develops integrative research themes which cross academic disciplines including strategy as practice.

Further details about the Centre can be found at:

<http://www.lums.lancs.ac.uk/research/centres/strategy/>