**JOB DESCRIPTION**  
Vacancy Ref: A3035

<table>
<thead>
<tr>
<th><strong>Job Title:</strong> Teaching Fellow in Accounting and Finance</th>
<th><strong>Present Grade:</strong> 8</th>
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<td><strong>Department/College:</strong> Accounting and Finance</td>
<td><strong>Directly responsible to:</strong> Dean of Lancaster University Leipzig</td>
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<td><strong>Matrix management:</strong> Head of Department, based at Lancaster University, UK</td>
<td><strong>Supervisory responsibility for:</strong> N/A</td>
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<td><strong>Contracting Institute for role:</strong> Lancaster University, Leipzig GmbH</td>
<td><strong>Other contacts</strong></td>
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</tbody>
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**Internal:** Academic colleagues and administrative and secretarial staff in Lancaster University Leipzig, and Department of Accounting and Finance, and Lancaster University Management School (LUMS)

**External:** Relevant research funding bodies and councils, professional bodies, academic and research networks, publishers and media organisations, employers and business organisations

**Major Duties:**

**TEACHING**
1. Develop and deliver allocated modules in accounting and finance.
2. Contribute more broadly to teaching in the Lancaster University Leipzig through delivery and development of lectures, workshops, seminars, tutorials, project supervision, as well as coursework and exam setting, marking and exam moderation, according to normal teaching duties.
3. Communicate effectively with students, including via office hours and electronic means.

**SCHOLARSHIP**
4. Engage in scholarship activity that informs teaching in the institution.

**SERVICE & LEADERSHIP**
5. Carry out administrative roles and duties, according to the standard workload, as allocated by the Dean of Lancaster University Leipzig.

**PERSONAL DEVELOPMENT**
6. Participate in teaching-related personal development, such as acquiring necessary teaching qualifications.

*Please note this role a full time, indefinite post based in Leipzig, Germany. The contracting employer for this role is Lancaster University, Leipzig GmbH*