

# Lecturer in Business (China)

**Candidate Information Pack – September 2023**





# A Welcome from the Vice-Chancellor



We have been developing leaders, entrepreneurs and innovators at the Royal Agricultural University ever since 1845. The RAU was established at a time of burgeoning industrialisation and great famine in Ireland when enlightened individuals, and members of agricultural societies, recognised that the transformation of UK agriculture – needed to increase food production – could only be achieved through education, and the application of science and innovation.

'Practice with Science' was the mantra of our founders as indeed it still is today - as we aim to equip a new generation of graduates to meet the most pressing challenges that face us in the world now – climate change, food security, sustainable land use, biodiversity loss, heritage management and so on.

We were ranked the top university in the UK for being a Learning Community in this year's National Student Survey, and 4th highest for Overall Student Satisfaction across all English universities. We were also graded in the 'Top Ten' English universities for both Academic Support and Organisation and Management and outperformed all 24 of the universities of the Russell Group.

This year's Research Excellence Framework outcome adjudged that more than half of our research is 'world-leading and international in quality' – and we have recently been awarded £5.8M by the Office for Students to refurbish our laboratory facilities. We are the leading small specialist university for research in England.

We are also one of only six universities in the UK to be designated a "Centre of Excellence" by the Institute of Enterprise and Entrepreneurship (IOEE), and the only specialist university to be so.

In addition, we are the UK's International Agricultural University – indeed uniquely so – with ambitious plans for additional student number growth in China and Uzbekistan among others.

If you would like to play a role in shaping the future development of the RAU and you share our passion and commitment to the land-based sector – to agriculture, food and the environment; real estate land management; rural business and entrepreneurship; cultural heritage and equine management and science – then we would be delighted to hear from you.

Thank you for your interest in the Royal Agricultural University.  
Best wishes

A handwritten signature in black ink that reads "Peter McCaffery". The signature is written in a cursive, flowing style.

Professor Peter McCaffery  
Vice Chancellor

# About the Royal Agricultural University

## Where Are We Now

The RAU is as socially relevant today as it has been throughout our 177-year history. Our mission today bears testament to the foresight of our founders as we aim to equip a new generation of graduates to meet the most pressing challenges that face us in the world today – climate change, food security, sustainable land use, biodiversity loss, heritage management and so on.

A 'university without walls', science-based and practice-centred, with over half of our research adjudged 'world-leading and international in quality' we are the leading specialist university in England.

One of only six Universities (and the only small specialist provider) recognised as a National Centre of Excellence by the Institute of Enterprise and Entrepreneurship our Farm 491 is also the UK's leading agri-technology incubator and accelerator.

We are the leading supplier of rural chartered surveyors in the UK and our Rural Estate Land Management has been rated one of the top 6 business schools in Europe with 165 of our Alumni in Director roles in the major national and international firms.

In the National Student Survey (2022) we were ranked the top university in the UK for being a 'Learning Community', fourth for overall student satisfaction across English Universities and top 10 for both Academic Support and Organisation and Management while outperforming all 24 universities of the Russell Group.

## Our heritage

The Royal Agricultural College (RAC), now the Royal Agricultural University (RAU), was the first agricultural college in the English-speaking world. The first 25 students were admitted in September 1845.

From its early days, the College was staffed with innovators and pioneers and made a considerable impact on farming practice and agricultural science. In 2013, the Privy Council awarded the College full University Status with Taught Degree Awarding Powers, in recognition of its long record in the provision of higher education.

## The present

The RAU has some 1,100 students studying a range of subjects, including agriculture, business, environment, equine science, farm management, food, real estate and rural land management. Set on the edge of Cirencester in the beautiful Cotswold countryside, its small size provides an exceptional sense of community amongst students and staff, which supports, develops and encourages students from all backgrounds to achieve their ambitions. In addition, it has recently established the RAU Joint Institute of Advanced Agri-Technology at Qingdao Agricultural University in China where, by 2024, 1,200 Chinese students will be studying for double degrees in agriculture, environment, food production and supply management, and business management.

The University motto is 'Arvorum Cultus Pecorumque', a quotation from Virgil's Georgics, meaning 'Caring for the Fields and the Beasts'. This maxim has been enduringly relevant for a University which, in every area of its activity, has worked to promote sustainable use of the land, safeguard

the environment and animal welfare and the wellbeing of rural communities. The RAU prides itself on combining subject expertise with industry connectivity and an innovative, forward thinking, enterprising approach. This opens doors for students, and RAU graduates are well prepared for successful careers in their chosen field, whether that be leading innovation and change in industry, informing future land-based policy, or setting up their own businesses.

## The future

Our vision is to be the UK's global university for sustainable farming and land management, enabling communities across the world to thrive in harmony with nature. We will pursue our vision by focusing on three outcomes which run through all we do:

- **Quality** - a global reputation for excellence and leadership across our teaching, research and engagement.
- **Reach** - a growing, diverse and inclusive community of students and partners in the UK and internationally.
- **Sustainability** - a showcase for sustainable and resilient management, through our land and estate, our finances and our culture.

## The four cornerstones of our strategy are:

- To grow and diversify our student community by providing an outstanding student experience and excellent employment outcomes. Our innovative programmes will be informed by the evolving needs of industry and designed for learners at all stages of life, delivered via traditional and online learning platforms
- To establish a Knowledge Hub that will help industry navigate change and uncertainty making it possible to tackle big challenges more effectively delivering societal benefit and impact. The Hub will provide a focus to pioneer farmer-led innovation, act as an accelerator of rural enterprise and become a centre for thought leadership for the informed development of evidence-based policy and strategic thinking
- To become a sustainable, efficient, organisation that can fund a continuing investment in our physical, digital and human infrastructure ensuring a continually improving and excellent experience for both our students and our staff
- Strategic and sustainable partnership working - partnerships with land-based colleges and schools will diversify our student community and extend the reach of the learning opportunities we offer.

Developing more sustainable partnerships with industry and research-leading institutions will provide a wider perspective, ensure that what we teach is relevant, improve student employment outcomes and enable sustainability-oriented innovation.

## University Values

As a University we have chosen five values to underpin our learning community. These are the values which we will all work by and for which we want the RAU to be known. We are:

- **Collaborative** - we believe in the power of working together. We are stronger as a community of practice - inspiring each other, identifying shared goals, and providing reciprocal support leads to greater success.
- **Open-Minded** - we are receptive to new ideas and we value the diversity of experiences and skills. We are committed to listening to everyone across the RAU community.
- **Resourceful** - we adopt creative approaches to achieve our goals while setting higher standards, promoting professionalism and sustainability.
- **Responsible** - individually and collectively we take accountability for our actions working with integrity to achieve the highest ethical standards.
- **Inclusive** - we acknowledge the fundamental value and dignity of all individuals and are committed to maintaining an environment that seeks to eliminate all forms of discrimination and respects diverse traditions, heritages, and experiences.

## The Role

**Job title:** Lecturer in Business (China)

**Department:** Land and Property Management

**Responsible to:** Dean of Land and Property Management

**Location:** Cirencester, Gloucestershire (staff should also be willing to teach at our Swindon Campus and on our overseas programmes / study tours) and the RAU's Joint Institute in the campus at Qingdao Agricultural University, China.

**Salary:** Grade 8: £37,099 - £44,262 per annum dependent on experience

**Working hours:** Full-time: 35 hrs/week

**Responsibility for:** Teaching, research and scholarship in the subject area

The main purpose of the role is to teach a number of modules at the RAU's Joint Institute in the campus at Qingdao Agricultural University, China. We are seeking an ambitious academic who is passionate about the national and global opportunities for business in the land-based sector.

This role is focussed on championing the business and employability skills that can help RAU students fulfil their ambitions as entrepreneurs or business leaders. Our business-related teaching, research and knowledge exchange is core to our mission of preparing the leaders of the future. We pride ourselves on helping the land-based sector find innovative and entrepreneurial solutions to the global challenges of climate crisis, food security and sustainability.

Successful applicants will have specialist expertise in agri-food business and one or more of the following areas: business strategy, leadership, food supply chain management, finance, entrepreneurship and innovation. Candidates will have a proven track record in teaching excellence. Those with practical business experience would be particularly welcomed to impart the authentic real-world experience that is highly valued by our students.

You should expect to be resident in China for some of your time during both semesters. You will be provided with free staff accommodation on campus at the Joint Institute, two round trips per annum, suitable health insurance and visa and other related expenses. If you are prevented from travelling to China due to Covid or other restrictions, you will be expected to deliver your live teaching online, using the RAU's International VLE. No accommodation or travel allowances will be available for teaching and related activities taking place in the UK.

With more than half of our research adjudged as 'world-leading and international in quality' in the Research Excellence Framework 2021, we are the leading specialist agricultural university for research in England. This post will be expected to pursue an ambitious research and / or knowledge exchange programme that aligns with our science-based and practice-centred 'university without walls' approach.

Lecturer applicants will need to demonstrate their potential ability to develop an independent programme of research and scholarship. Exceptional candidates applying for the lectureship position without a PhD but with a proven academic track record at postgraduate level may be able to enrol on a six-year part-time PhD programme on a topic related to their research interests after satisfactory completion of a probation period.

## The Purpose

The main purpose of the role is to undertake research, knowledge exchange and teaching the discipline of business.

The post holder will possess an excellent understanding of the subject area gained from relevant academic and / or professional experience. They will have a proven ability to communicate this knowledge to others, in large and small groups. They will have a well-developed empathy for students, a wish to develop the student experience, through both face-to-face and online teaching. They will have a teaching qualification or willingness to obtain one.

Post holder is expected to:

- teach across relevant RAU undergraduate and postgraduate courses. The teaching delivery will include a number of modules at the RAU's Joint Institute in the campus at Qingdao Agricultural University, China and on-site at the Cirencester campus. This will involve face to face lectures, seminars, tutorials, case studies, project work and marking student assignments.
- have the ability to articulate the subject material in a way that will enable the students to demonstrate an understanding of the subject areas through contextualization and critical analysis of case studies and scenarios in the context of their subject area;
- contribute to the management, administration and coordination of parts of the teaching programme and its development;
- engage in the research and scholarship required to maintain and develop their knowledge of the sector and to contribute towards its future development;
- engage in knowledge exchange activities such as consultancy and/or to support our professional development programmes. This will include establishing collaborations both

within and outside the RAU, act as postgraduate supervisor and publish articles in peer-reviewed or professional journals;

All newly appointed academic staff who have not already achieved a relevant teaching qualification for Higher Education or Qualified Teacher Status are expected to study and attain the Post Graduate Certificate in Academic Practice (PGCAP) or equivalent within two years of appointment in the role.

## Key Responsibilities

### 1. TEACHING AND ASSESSMENT

- Deliver teaching through lectures, tutorials, seminars, field excursions, practical exercises and other modes of delivery to undergraduate and postgraduate students.
- Developing the teaching programmes in the subject to ensure they are cutting edge and embrace the latest innovations in teaching and learning.
- Design, deliver and mark a range of assessments, as required by programme specifications.
- Supervise undergraduate and postgraduate student dissertations.
- Create student awareness of current professional practice through visits, case studies and visiting speakers.
- Provide academic and pastoral support for students (all staff have personal tutor responsibilities).
- Contribute to the generation and delivery of professional development courses.
- Engage in the continual updating of knowledge and understanding in your teaching skills

### 2. RESEARCH, KNOWLEDGE EXCHANGE AND SCHOLARSHIP

- Develop a programme of research within a suitable research area.
- Prepare grant applications to secure external funding.
- Establish appropriate collaborations both within and outside the RAU.
- Act as primary or secondary supervisor of postgraduate students.
- Publish research articles in peer-reviewed journals of international standing.
- Actively disseminate research findings to ensure maximum impact.
- Follow RAU policies and practices including data protection and management, health and safety and ethical approval.
- Engage in the continual updating of knowledge and understanding in your field or specialism.

### 3. ADMINISTRATION

- Manage modules, programmes and other functions.
- Attendance at academic board, programme meetings, School meetings, examiners meetings and other management meetings arising from assigned responsibilities.
- Assist with the careers service to students and employers.
- Be part of the School recruitment team.
- Participate in the corporate life of the RAU as deemed relevant by your line manager.

- Contribute to the development of the wider University's new curriculum and academic agenda.

## Person Specification

<b>Requirements</b> The post holder must be able to demonstrate:	<b>Essential (E) or Desirable (D)</b>
<b>Teaching:</b>	
Ability to engage the interest and enthusiasm of students and inspire them to develop as independent learners	E
Teaching / HEA qualification or willingness to achieve PG CAP and Fellowship of Higher Education Academy within two years of appointment	E
Experience of undergraduate and / or post graduate teaching	D
Experience of design and quality control of modules, course programmes / specifications and innovative assessment methods	D
<b>Research, Knowledge Exchange &amp; Scholarship:</b>	
Degree in a cognate discipline	E
Ability to develop an independent programme of research and scholarship	E
PhD qualification or Higher Degree in a relevant subject area	D
Experience of the externally-funded research process (bidding, securing, managing and completing projects)	D
Publication in peer-reviewed outlets of international standing	D
Postgraduate research supervision and examination	D
<b>Industry and Professional experience:</b>	
Membership of a relevant professional body	D
Consultancy, professional practice, business or industry experience that are relevant to RAU teaching and research activities	D
Management of research and consultancy teams to deliver high quality and timely outputs	D
Collaboration and interdisciplinary working, with researchers, consultants, funders and other partners	D



Skills	
Ability to speak Mandarin	D

## General Responsibilities

- The University is committed to equality of opportunity. All staff are required to comply with current legislation, University policies and good practice guidance.
- All staff are required to act in a way that safeguards the health and wellbeing of children and vulnerable adults at all times. The post holder must be familiar with and adhere to appropriate safeguarding policies and guidance and participate in related mandatory/statutory training. Managers have a responsibility to ensure their team members understand their individual responsibilities with regard to safeguarding children and vulnerable adults.
- All staff are required to participate in the University appraisal process and should ensure they are familiar with the process and plan time to prepare for their appraisal. Following the appraisal, staff are expected to undertake in any necessary learning and development and work towards the objectives that have been set.
- The University expects staff to attend any training designated as mandatory and to undertake learning and development activities to support their role. Managers must facilitate learning and development within their teams.
- It is a condition of employment that staff will not disclose any information obtained in the course of their duties other than to those entitled to receive it. The post holder must ensure that the confidentiality of personal data remains secure and that restricted information or highly restricted information to which they have access remains confidential during and after their employment at Royal Agricultural University. All staff must undergo appropriate data protection training as required.
- All absence from work must be reported in accordance with the University's absence procedures and recorded on iTrent.
- The University acknowledges its responsibility to provide a safe, smoke free environment, to its employees, service users and visitors. It is the policy of the University not to allow smoking on University premises other than in specifically designated areas.

## General Terms and Conditions of Employment

- This post is a full-time appointment, offered on a permanent basis. It will be remunerated on the single pay spine at Grade 8: £37,099 - £44,262 per annum dependent on experience.
- The appointment is normally made at the minimum of the pay scale and is subject to meeting all pre-employment clearances and requirements of the Person Specification.
- All new employees undergo a period of 12 months' probation in accordance with the terms and conditions of employment confirmation of employment is dependent on the satisfactory completion of that probationary period.

- The nature of this post is such that it is expected that you will respond to the operational requirements of the University in order to fulfil your duties in a professional manner. You will be required to work such hours as are reasonably required to discharge your duties effectively and competently. The exact number of hours in any week will vary in accordance with institutional requirements, but will not be less than 35 hours a week.
- The University holiday year runs from January to December. The post carries an entitlement to 30 working days (for a full-time position, otherwise pro rata) of paid leave during the course of the holiday year (pro rata if the appointment is made during the holiday year), in addition to Statutory Bank Holidays. There may also be discretionary days and days when the University is closed on particular dates in the interests of efficiency.
- It is a condition of employment that all relevant posts are vetted by the Disclosure & Barring Service (DBS) and if it applies to this appointment you will be required to undertake a DBS check. The University will pay the fee for this service. Any false declarations or any findings from the Disclosure could affect the suitability for employment.

## Pensions and Auto Enrolment

If you meet the criteria set out below, and are not already an active member of any of our pension schemes, the University is required to auto-enrol you into a suitable pension scheme. The criteria for auto-enrolment is:

- Age - if you are 22 or over but no more than State Pension Age
- Earnings - a minimum of £10,000 per year
- Working in the UK

The pension schemes supported by the RAU are:

**AVIVA CATEGORY X** - all eligible RAU employees (except teachers) are automatically enrolled

- 5% (minimum) contribution by employee and
- 3% contribution by RAU

**AVIVA CATEGORY Y1** - RAU Group Pension Scheme (defined contribution) - employees are able to upgrade to this scheme before their 6-month probation.

- 6.5% (minimum) contribution by employee and
- 6.5% contribution by RAU
- life assurance is an additional benefit (two times annual salary)

**TEACHERS' PENSION** (for teaching staff)

- employee contribution according to salary scale – between 7.4% and 11.7%
- 23.68% contribution by RAU
- life assurance is an additional benefit (three times annual salary)

## Staff Benefits

We offer a range of Staff Benefits including a 35-hour working week, a generous 30 days annual leave entitlement plus bank holidays (pro rata for part time posts), pension scheme, free and guaranteed parking on campus and free shuttle bus from campus to Cirencester town centre, discounted catering facilities, discounted onsite gym, free library services, employee assistance programme, occupational health and counselling services, cycle to work scheme, electric car scheme (via Tusker) and staff development opportunities.

Further details of the full range of staff benefits available can be found on our [website](#).

## Application Procedure

If you are interested in applying for this role, please send:

- University [Application Form](#) together with the [Equal Opportunities Monitoring Form](#) available on the University website [www.rau.ac.uk](http://www.rau.ac.uk)) – you may attach your up to date CV if you wish to add additional information.
- Details of two referees who must be people who can comment authoritatively on you as a person and as an employee in relation to the level of the post, and must include your current or most recent employer or their representative.
- Please forward to the HR Team, Royal Agricultural University, Cirencester, Gloucestershire, GL7 6JS or via email to [jobs@rau.ac.uk](mailto:jobs@rau.ac.uk) stating where you saw the advert for the role
- Informal enquiries can be made to Associate Pro Vice-Chancellor (China), Xianmin Chang [Xianmin.Chang@rau.ac.uk](mailto:Xianmin.Chang@rau.ac.uk)
- **Closing date:** 11<sup>th</sup> October 2023 with **Interviews on:** 27<sup>th</sup> October 2023
- Should you be selected for interview please be aware that we are unable to reimburse interview expenses.

**The RAU is an equal opportunities employer and we particularly welcome applications from black and minority ethnic candidates as they are underrepresented within the RAU at this level.**

## International applicants

### Permanent or fixed-term positions

To take up an appointment at the Royal Agricultural University, applicants who are nationals of countries outside the UK and Republic of Ireland, and who do not have existing permission to work in the UK, need to get permission from UK Visas and Immigration (UKVI). Should you be successful in the selection process, the University will apply for a certificate of sponsorship that enables you to seek permission from the UKVI to take up our offer of employment. If you are from the EU, Switzerland, Norway, Iceland or Liechtenstein and have family already resident in the UK you may be eligible to apply under the [EU settlement scheme](#).

Your success in applying for a certificate of sponsorship will rely on meeting certain criteria – for the most up to date list of these, as well as further information on working in the UK, please visit the [UKVI](#) website.

Please be aware that we have a legal responsibility to ensure that all employees are eligible to live and work in the UK. Should you be successful in your application we will need to see documentation confirming your entitlement before you take up your appointment.

## General Data Protection Regulations: Applicant Privacy Notice

The Royal Agricultural University collects and processes your personal data so that it can meet its statutory and legal obligations, and when it has a legitimate interest in processing personal data before, during and after the end of the employment relationship.

The data which forms part of your job application (for example, application form, CV, references, Equal Opportunities Monitoring Form, shortlisting and interview records) will be stored in a range of different places, which will include the University's HR and recruitment management systems (electronic and paper based), and in IT systems (including the University's email system). Your information may be shared internally with the HR Department and with employees who are involved in the recruitment and selection process, but only if access to your data is absolutely necessary for the performance of those roles.

The University may share your data with third parties in certain circumstances. Personal data that the University uses for the purposes of equal opportunities monitoring and reporting is anonymised or is collected with the express consent of applicants, which can be withdrawn at any time. Applicants are entirely free to decide whether to provide such data and there are no consequences of failing to do so.

The University takes the security of your data seriously and has internal controls in place to try to ensure that your data is not lost, accidentally destroyed, misused or disclosed, and is not accessed except by the above employees in the performance of their duties. If your application is unsuccessful, your applicant data will be destroyed 6 months following the advertised closing date of the post you have applied for. If your application is successful, your applicant data will be retained during your employment and for 6 years following your leaving date. You can access and obtain a copy of your data on request and you can ask the University to change incorrect or incomplete data.

In certain circumstances you can ask the University to stop processing your data, or you can object to the processing of your data. If you believe that the University has not complied with your data protection rights, you can complain to the Information Commissioner. Further information about your rights in accordance with Data Protection and the GDPR Regulations can be obtained from the University Data Protection Officer. A detailed Employee Privacy Notice is available to view [here](#).

