

**Background Information:**

Dublin Business School (DBS) is Ireland's largest independent third-level institution, offering a wide range of undergraduate, postgraduate and professional programmes.

The School is part of Kaplan, Inc., a leading international provider of higher education, professional development and lifelong learning programmes.

Due to growing student numbers, we are currently recruiting **part-time/full-time lecturers in Mathematics and Statistics**.

The role can require day, evening and sometimes weekend delivery of lectures and will involve:

- Teaching, academic assessment and academic administration, and
- Collaborating and working with programme teams on a variety of projects, such as new course design and online course development.

**Reporting To:**

The post holder will report to a Faculty Manager.

**Role Overview:**

The successful candidate will teach mathematics and statistics modules to both undergraduate and postgraduate students on the college's suite of programmes.

The role will involve delivery across a range of ability-levels and disciplines, including business, accounting and finance, computing and data analytics.

The successful candidate will participate in the future development of the mathematical and statistical content on these programmes. The ideal candidate will possess a range of relevant computer and technical skills.

**Key Responsibilities:**

- Deliver high-quality teaching to students across a range of disciplines, in the context of the students' own programmes.
- Conduct assessment and provide feedback and support to students.
- Develop teaching and assessment materials in a timely manner.
- Participate in programme and module review and development.
- Participate in academic administrative tasks where necessary.

**Requirements:**

- A Master's Degree in a relevant discipline.

- 2-3 years industry experience.
- Previous experience of lecturing/training and assessment design is highly desirable.
- Experience with software packages/languages, such as Matlab, R, SPSS, Excel, VBA.
- Excellent organisational skills.
- Strong communication and interpersonal skills.
- Ability to work in a collaborative team environment.
- Familiarity with e-Learning platforms, e.g. Moodle.

To apply, please forward a Cover Letter CV to [recruitment@dbs.ie](mailto:recruitment@dbs.ie)

The closing date for receipt of applications is **Wednesday, 4<sup>th</sup> January 2017**.