

FACULTY POSITIONS FURTHER PARTICULARS

INTRODUCTION TO THE ARTHUR LOK JACK GRADUATE SCHOOL OF BUSINESS, UWI

The Arthur Lok Jack Graduate School of Business was founded 20 years ago as a partnership between Business and The University of the West Indies, St Augustine. Today, it delivers four Masters programmes, including an Executive MBA and an International MBA, a Doctor of Administration (DBA) programme plus a wide range of training and management development programmes. It has its own high quality, purpose built campus and has established an excellent reputation throughout the Caribbean. It seeks to recruit up to 4 Lecturers/Senior Lecturers at this time.

The University of the West Indies (UWI) is an independent University that serves mainly the English-speaking territories of the West Indies. The countries listed hereunder all contribute to the UWI.

Anguilla	
Antigua & Barbuda	Grenada
The Commonwealth of the	Jamaica
Bahamas	
Barbados	Montserrat
Belize	St. Christopher & Nevis
The British Virgin Islands	St. Lucia
The Cayman Islands	St. Vincent & The Grenadines
The Commonwealth of	The Republic of Trinidad &
Dominica	Tobago

The University has Campuses at Cave Hill in Barbados, St. Augustine in Trinidad and Tobago, and Mona in Jamaica. The total student body which is approximately 24,321 is distributed amongst the Faculties of Law, Humanities, Science and Technology, Social Sciences and the School of Clinical Medicine & Research at Cave Hill; Arts & Education, Medical Sciences, Social Sciences and Pure & Applied Sciences at Mona; and Agriculture & Natural Sciences, Engineering, Humanities & Education, Medical Sciences and Social Sciences at St. Augustine.

The University began teaching in 1948 as a University College affiliated with the University of London, and became an independent University in 1962. In 1963, Colleges of Arts and Sciences were set up at Cave Hill and St. Augustine. The former represented the institution of a new – the third – campus, while the latter was an extension of the facilities provided at St. Augustine, where there were already the Faculties of Agriculture and Engineering. The Faculty of Law was established in 1970. The University of the West Indies

is now a dual mode institution offering teaching by distance education as well as face-to-face.

There are 12,604 students registered at the St. Augustine Campus. The staff complement of academic, senior administrative, professional, administrative, technical and service personnel at the St. Augustine Campus comprises approximately 3,246 members.

The Arthur Lok Jack Graduate School of Business (ALJGSB) at St. Augustine works in collaboration with sister Business Schools at the Mona and Cave Hill Campuses. Our mission is "to improve the international competitiveness of people and organizations in the Caribbean through business education, training, consulting and research".

Our academic programmes are:

- DBA – Doctor of Business Administration
- Executive MBA (On campus and In-Company – Guyana)
- International MBA
- Masters in Human Resource Management
- Masters in Marketing
- Master of Science in International Finance

The MBA programmes have been accredited by the UK-based Association of MBAs since 2003 and the School was one of the first tertiary education institutions to achieve registration with the Accreditation Council of Trinidad and Tobago

We operate as an autonomous branch of the University of the West Indies and have a separate Board on which the University is represented. The University supervises the academic standards of the School and has granted full accreditation to its various academic programmes.

The School is self-financing and has experienced healthy growth in revenues in recent years. Income from non-academic programmes helps to support our research and other scholarly activities. Our state-of-the-art buildings have been funded by corporate endowments, in particular from the Arthur Lok Jack Foundation. The School's was renamed in 2005 in recognition of this very significant donation.

Since its founding in 1989, the School's operating model has been based on a very small full time staff, with most of the teaching undertaken by part time visiting faculty. These are drawn from UWI, the corporate and public sectors, professional bodies and international universities. We have now reached a stage in our development where it is appropriate to build a larger full time academic faculty.

This is therefore an exciting opportunity for ambitious, high quality candidates to join the School to help build a distinctive academic presence. We are especially looking for expertise in the key areas of Finance, Marketing, Strategic Management and Innovation – but we are interested in recruiting exceptional people in all academic areas relevant to business. We aim to become internationally recognized as the leading centre for research and teaching relating to Caribbean business.

For further information about the School and our programmes, visit the website at www.gsb.tt

CORE RESPONSIBILITIES OF FACULTY:

- Teaching
This area of responsibility includes classroom teaching, training, thesis advising, supervision of instructional activities such as cooperative work experiences, practica, instructional management, tutoring, curriculum and course development and creation of teaching and instructional materials. Also, included in the work associated with instruction are the implementation of instructional systems and strategies, distance learning technologies, and student evaluation and assessment.
- Research
This area of responsibility includes disciplinary research and scholarly activities which may be done individually or in collaboration with other members of faculty. Research output includes case studies, peer reviewed journal publications and scholarly articles.
- Consulting
This includes in-company consulting that is directed by the School
- Community Service
This area of responsibility includes service to the academic community, the government, the private sector, and other public interest groups; outreach programs; student advising and counseling and information systems development and implementation, including serving as a Programme Director.

Faculty members also have professional responsibilities such as advising students, participation in University Committees, keeping regularly posted office hours, participation in traditional functions which have unique academic significance.

OPPORTUNITIES FOR ADDITIONAL INCOME:

- The school is very active in offering open and customized corporate training, therefore, there are plenty of opportunities to generate additional income.
- The school is very active in delivering and generating programs and research for the Commonwealth, the Inter-American Development Bank, and the World Bank, which expands the opportunities for conducting research that is grant funded.

ECONOMY OF TRINIDAD AND TOBAGO:

- a) The income tax rate is 25%.
- b) The local TT currency has not experienced a devaluation in more than 12 years
- c) The GDP per capita in TT is of \$16,000 US per year, which makes it one of the most solid countries in terms of its macro-economics in the region.

GROUP HEALTH, LIFE INSURANCE & PENSION:

Upon confirmation of employment, faculty will be eligible to join:

- Group Health Plan (non-contributory)
- Group Life Plan (non-contributory)
- Individual contributory Pension Plans. The School will match your contribution up to 5% of base salary.
- Individual non-contributory Pension Plan. You will be eligible for the School's non contributory Top Hat pension plan of 5% of base salary.

ANNUAL VACATION LEAVE

Faculty will be entitled to twenty (20) working days vacation leave per year which becomes due on the anniversary date of joining the Graduate School of Business. Such leave must be taken at a time that is approved by the School. Wherever possible, the Graduate School of Business will attempt to approve leave at a time that is mutually convenient to staff and to the organization.

SICK LEAVE

Staff may utilise up to a maximum of fourteen (14) cumulative working days sick leave per calendar year with full pay.