



**JOB TITLE: PROFESSOR / ASSOCIATE PROFESSOR / Ph.D. IN BUSINESS  
ADMINISTRATION or FINANCE**

**CLOSING DATE: OPEN UNTIL FILLED**

**STARTING DATE: AS SOON AS POSSIBLE**

## About Western Balkans University

Western Balkans University (WBU) is a higher education institution in Tirana (Albania), with a special focus on Medicine, Medical Sciences, Technology, Economy and Innovation. WBU is organized and operates as a private university, of academic and scientific character, offering first, second and third cycle study programs.

The university runs under a special framework of cooperation with “American Hospitals Group” and “International Hospital (formerly known as Hygeia Hospital -Tirana)”. The close partnership with these hospitals is a strong indicator of the scale of ambition of the institution. The WBU aims to be among the leading universities in Southeast Europe and to attract the best students by offering high-quality education that prepares students for the modern international labour market.



### Vision

To have a transformative impact on society through continual innovation in research, education, creativity, and entrepreneurship.



### Mission

To create a transformative educational experience for students focused on deep disciplinary knowledge; problem solving; leadership, communication, and interpersonal skills; and personal health and well-being.

### Background

WBU is creating innovative modern study programs related to economics, business, finance technology, and innovation, the first of its kind in the area, in cooperation with partners from industry and academia. WBU aims to recruit motivated students, produce exceptional

graduates, and create a self-sustaining ecosystem. The Faculty of Economics, Technology, and Innovation delivers research and study programs at the bachelor and master levels. The emphasis for both research and study programs is on economics, innovation, digitalization, information technology, and health management. Information science, Artificial Intelligence, information systems, and the interaction between technology and human beings are other exciting focus areas.

### **Purpose of the role**

This position is situated in the Department of Economics Science and Finance of the Faculty of Economics, Technology and Innovation. The appointment includes teaching, research, and service assignment.

**Academic education:** The post holder will contribute to teaching in the bachelor and master programs in the Faculty of Economics, Technology and Innovation. The post holder will teach different courses in the programs including practical courses. Also, will supervise bachelor's and master's theses within the faculty. The assignment can evolve according to needs and changes.

**Academic Research:** The post holder will research the area of interest and study more specifically, in collaboration with department that will develop research on the topic of interest and study.

**Academic services:** The post holder will take part in the Department of Economics Science and Finance with internal and external service provision, amongst others by translating the results of your research to the broader public. During the career, he/she is willing to include roles and management positions that are relevant to the department and/or faculty.

The main duties will include:

#### **Teaching and Learning:**

1. Planning topics to teach: responsible for designing and planning the structure of the course, outlining the topics to be covered, and developing a clear progression of concepts.

1. Lead the development and delivery of a modern integrated curriculum, and modern teaching, learning and assessment opportunities.
2. Assist with, and participate in, faculty development programs for effective teaching.
3. Disseminate (via training and mentoring) best-practice techniques in teaching and learning to the academics.
4. Attending conferences, engaging in professional organizations, and participating in workshops and seminars contribute to your continuous professional development and enhance your teaching methodologies.
5. Developing teaching materials such as lecture notes, handouts, and visual aids to enhance student learning. These materials may include examples, illustrations, and real-world applications to make the economics concepts more relatable and understandable.
6. Coordinate and deliver a curriculum which promotes the enhancement of inclusive practice.
7. Communicate complex and/or conceptual ideas to those with limited knowledge and understanding as well as to peers using high-level skills and a range of media/resources.
8. Challenge thinking, promote debate and develop the ability of learners to engage in knowledge application, critical discourse and rational thinking.
9. Reflecting on student engagement and performance and respond accordingly.
10. Work with the Assessment Lead to develop and mark assessment items and provide timely feedback to learners.
11. Provide an annual report on curriculum activities.
12. Provide reports as needed for accreditation in relevant curriculum areas.

### **Research and Scholarship**

1. Engage in relevant subject, professional, pedagogic or practitioner research and other scholarly activities, either individually or collaboratively.
2. As appropriate, share, present and publish scholarly findings related to the design, implementation, assessment, and evaluation of the study programs curriculum offered by the Faculty of Economics, Technology, and Innovation.
3. Apply knowledge acquired from scholarship and/or research to teaching and learning at local, national, or international levels, and to the development of evidence-based educational resources.
4. Contribute to the development of departmental and subject teaching and learning strategies.

5. Identify and lead/contribute to cross-curriculum projects.
6. Identify sources of funding for scholarly activities.
7. Develop and supervise medical student research projects.

### **Administration and Other Activities**

1. Attend relevant team and departmental meetings and participate (where required) in other committees and working groups within University.
2. Provide leadership to those working within relevant areas.
3. Contribute to the efficient management and administration of the study programs offered, by performing allocated administrative duties and by taking on appropriate Departmental responsibilities.
4. Develop individuals and teams through the appraisal system (e.g., as line manager) and by provision of advice on personal development.
5. Act as a mentor to peers and colleagues.
6. Ensure compliance with health and safety regulations in all aspects of work.
7. Assist the Dean of Students in supporting students and resolving student issues.
8. Work collaboratively with the administrative office staff to ensure timely communication with faculty and other staff members.

The duties and responsibilities listed here are not exhaustive but provide guidance on the main aspects of the job. The post holder will be required to be flexible in their duties.

### **Role details**

Salary	As decided
Hours/contract	Full time contract
Grade	At least PhD in the field of Business Administration, Finance, or relevant sciences
Academic Program	Programs related to the department of Economics Sciences and Finance

### **Requirements**

	Essential	Desirable
PhD in a relevant discipline or equivalent experience.	x	
Qualification in teaching and learning in higher education (e.g., degree, postgraduate certificate, or recognition against a professional standards framework).		x
Ability to lead and develop teaching and learning.	x	
Evidence of success in leading education (e.g., institutional, national or international review or award).	x	
In-depth knowledge of teaching and learning areas to enable its development and delivery within a modern course.	x	
Ability to use and apply a range of evidence-based educational strategies and techniques to engage learners and promote learning.	x	
Ability to develop innovative teaching and learning opportunities that utilise modern technologies.		x
Experience of supporting assessment development and delivery.		x
Evidence of relevant continuous professional development.	x	
Track record of relevant scholarly activity.	x	
Experience working in a complex and changing environment.	x	
Working collaboratively with external stakeholders.		x
Aware of regional policies in higher education.		x
Understanding of equal opportunity and diversity-related issues, their impact on education, and strategies for mitigation.		x

### **Information about the Program**

Economics is the core course for the study programs offered by the Faculty of Economics, Technology, and Innovation. With a number of 9 Bachelor's degrees and 2 Masters of Sciences, the faculty is promoting and designing competitive and innovative curricula in the region.

- Bachelor in Business and Technology
- Bachelor in Finance and Technology
- Bachelor in Economics and Data Science
- Bachelor in Computer Science and Artificial Intelligence
- Bachelor in Biotechnology
- Bachelor in Biomedical Engineering
- Bachelor in Health Care Management
- Bachelor in Software Engineering
- Bachelor in Cybersecurity
- Master of Science in Hospital Management
- Master of Science in Nanotechnology and Nanoscience

### **Terms of Appointment**

The successful candidate will be joining a new and developing academic program and team which incorporates research and teaching responsibilities. The position provides opportunity to work with a diverse and friendly community within excellent facilities, and opportunity to collaborate with health care providers (e.g., hospitals, primary care).

The position is offered by Western Balkans University (address Tirana- Durres highway, Km.7, Tirana, Albania), which is an equal opportunity institution that promotes and supports professional growth and development also in the framework of scientific research that is internationally excellent and leads to high-impact publications.

Working hours and schedule as decided in between parties can be considered.

### **How to Apply**

The candidate must submit electronically or in hard copy version the following documents:

### **For the application phase**

1. Application through Western Balkans University website

2. Letter of motivation
3. Details about two referees

**Before the interview if the candidate is notified the following documents should be submitted via email at [hr@wbu.edu.al](mailto:hr@wbu.edu.al)**

1. Photocopies of diplomas and lists of grades of university/specialization studies of all cycles of the candidate (If the candidate has completed studies abroad, the relevant degree recognition document in the Republic of Albania will be required prior to start working)
2. Photocopy of the identity card/passport
3. Photocopies of evidence/diplomas/attestations of the academic grades/titles
4. Photocopies of conference certificates (if any)
5. Photocopies of publication`s cover page (if any)

**If the candidate is qualified to start the position the following documents are needed to be submitted:**

- Notarized copies of all the documentation required for the interview phase
- Medical report on work ability
- Evidence/self-declaration of judicial status
- Two reference letters
- Any other document that supports the fulfillment of the criteria
- One 4 x 6 photo

#### **APPLICATION PROCEDURE**

- The application can be done through the website <https://wbu.edu.al/en/vacancy>
- The documents shall be submitted during application or electronically to the *e-mail address: [hr@wbu.edu.al](mailto:hr@wbu.edu.al)* within the determined deadline.
- The selection of the qualified candidates is conducted based on two stages: personal documentation file review and the interview if the candidates is notified.
- Notification of the decision of the recruitment commission to the candidates shall be done through the official e-mail of the university to the candidate's e-mail address (as declared in the application phase).