

**Faculty of Technology**

**Institute of Cosmology and Gravitation**

**PROFESSOR/READER IN GRAVITATIONAL WAVE SCIENCE**

**ZZ602850**

**THE POST**

Please see the attached job description and person specification.

**TERMS OF APPOINTMENT**

Salary: **Competitive and commensurate with the senior responsibilities of the role**. Salary is paid into a bank or building society monthly in arrears.

Annual leave entitlement is 35 working days in a full leave year. The leave year commences on 1 October and staff starting and leaving during that period accrue leave on a pro-rata basis. In addition, the University is normally closed from Christmas Eve until New Year’s Day inclusive and on bank holidays. Staff are likely to be asked to attend on weekends for recruitment activities at certain times of the year.

There is a probationary period of one year during which new staff will be expected to demonstrate their suitability for the post. Most academic staff new to Portsmouth will be expected either:

* to have already Descriptor 2 of the UK Professional Standards for Teaching and Supporting Learning in Higher Education and thus be Fellows of the HE Academy, or
* to achieve Descriptor 2 within their probationary year.

The UK Professional Standards are a set of standards for the HE sector and can be found at [www.heacademy.ac.uk/ukpsf](http://www.heacademy.ac.uk/ukpsf). The standards were updated in 2011. Successful achievement of one of the descriptors within the Standards Framework brings with it membership of the HEA at a level commensurate with the descriptor achieved (see table below)

|  |  |  |
| --- | --- | --- |
| Descriptor | HEA Fellowship Category | Target Group |
| D1 | Associate Fellow | Staff who support learning  Academic staff with limited teaching portfolios |
| D2 | Fellow | Early career teaching staff  Experienced academic staff with substantive teaching and learning responsibilities |
| D3 | Senior Fellow | Experienced academic staff who can demonstrate impact & influence through academic leadership &/or mentoring |
| D4 | Principal Fellow | Senior academic staff responsible for institutional leadership |

A discussion will take place at the formal selection interview about which Descriptor an individual should achieve within their probationary year. Therefore, it is important that applicants provide full information on the application form where they are in possession of a qualification in learning and teaching in HE and/or where they are already a Fellow of the Higher Education Academy.

It is a condition of the appointment for the proper performance of the duties of the post that the appointee will take up residence at a location such that they are able to fulfil the full range of their contractual duties. This residential requirement will be expected to be fulfilled within twelve months of taking up the appointment. The University has a scheme of financial assistance towards the cost of relocation, details of which can be found on the University website:

<http://www.port.ac.uk/departments/services/humanresources/recruitmentandselection/informationforapplicants/removalandseparationguidelines>

The appointee will be eligible to join the Teachers' Pension Scheme. The scheme's provisions include a final salary based index-linked pension and a lump sum on retirement together with dependants’ benefits.

There is a comprehensive sickness and maternity benefits scheme.

**All interview applicants will be required to bring their passport or full birth certificate and any other 'Right to Work' information to interview where it will be copied and verified.**  The successful applicant will not be able to start work until their right to work documentation has been verified.

Under the University’s Insurance Policy we will take up references for candidates called for interview. Your current employer reference must be your current line manager. It is also a requirement of this policy that we take up references to cover the previous three years of your employment or study.

The University reserves the right to seek external opinion on a candidates' suitability as a reader or professor at the University of Portsmouth.

The successful candidate will need to bring documentary evidence of their qualifications to Human Resources on taking up their appointment.

To comply with UKVI legislation, non-EEA candidates are only eligible to apply for this post if it has been advertised for a total of 28 days.

If the position has a requirement for Disclosure and Barring Service check (DBS), this will be stated in the advert. The DBS Application Form will be provided once the selection process has been completed.

All applications must be submitted by Midnight (GMT) on the closing date published.

**UNIVERSITY OF PORTSMOUTH – RECRUITMENT PAPERWORK**

**1. JOB DESCRIPTION**

|  |  |
| --- | --- |
| **Job Title:** | Professor of Gravitational Wave Science |
| **Grade:** | 10 - 12 |
| **Faculty/Centre:** | Technology |
| **Department/Service:**  **Location:** | ICG |
| **Position Reference No:** | ZZ602850 |
| **Cost Centre:** | 41950 |
| **Responsible to:** | ICG directors |
| **Responsible for:** | *n/a* |
| **Effective date of job description:** | January 2017 |

|  |
| --- |
| **Purpose of Job:** |
| To provide vision and strategic leadership in research and innovation in physics, astrophysics and gravitational wave science; to strengthen and broaden the research and innovation environment in the University of Portsmouth and to actively support and mentor research staff and students; to undertake internationally outstanding research, innovation and scholarly activities; to provide academic leadership in teaching and curriculum development within the university. |
| **Key Responsibilities:** |
| **Research**   1. To lead and maintain internationally competitive research and innovation by developing own research and innovation programme at the cutting edge of the subject. 2. To play a leading role in identifying and securing external funding through research and innovation grants; and in developing collaborative research and other income generating activities; 3. To publish research outcomes in high impact international journals and to disseminate the results through conferences and workshops and to contribute to the external visibility of the department and the university. 4. To collaborate with academic partners and user groups to deliver research impact. 5. To contribute to the strategic planning and implementation of the department and Faculty. 6. To provide subject specific and research related expert advice and guidance to support and develop the research and innovation environment in the department and the Faculty. 7. To mentor and support research staff and students in their research and innovation endeavours. 8. To attract and supervise research students, and post-doctoral researchers and other research support staff.   **Teaching**   1. To deliver inspirational teaching and, where appropriate, research-informed teaching. 2. To design and be responsible for the content of specific areas of teaching and learning at undergraduate and postgraduate levels. 3. To undertake academic duties to deliver high quality teaching, student learning support and assessment. 4. To support and comply with the university teaching quality assurance standards and procedures.   **Additional duties**   1. To make an important contribution to the leadership and management of the department, including supporting early career staff and developing new collaborative initiatives. 2. To undertake such specific management roles/committee work as may be reasonably required. 3. To participate in relevant professional/advisory activities. 4. To engage in continuous professional development. 5. To undertake external commitments, which enhance the reputation of the University. 6. To undertake any other duties as required by the Dean of Faculty and ICG directors. |

|  |
| --- |
| **Working Relationships:** |
| 1. Dean of Faculty 2. ICG directors 3. Associate Dean (Research) 4. Subject group leader 5. Research group and academic colleagues and support/technical staff 6. External research collaborators |

**2. PERSON SPECIFICATION**

|  |  |  |  |
| --- | --- | --- | --- |
| **No** | **Attributes -** | **Rating** | **Source** |
| **1.** | **Specific Knowledge & Experience** |  |  |
| 1.1 | Sustained record of high quality and high impact research publications in gravitational wave science and other areas complementary to existing ICG research | E | AF,S |
| 1.2 | Significant record of securing external funding for internationally leading research | E | AF,S |
| 1.3 | Leading roles in collaborative research projects, involving academics and/or users | E | AF,S |
| 1.4 | Sustained ability to build and mentor a successful and productive research team | E | AF,S |
| 1.5 | Experience of enterprise, innovation and research with evidence of social and/or economic impact | D | AF,S |
| 1.6 | Sustained record of international leadership in a research field | D | AF,S |
| **2.** | **Skills & Abilities** |  |  |
| 2.1 | Ability to provide vision, leadership and support in the development of research and/or innovation | E | AF,S |
| 2.2 | Ability to support the professional development of staff in a research field | E | AF,S |
| 2.3 | Excellent communication and interpersonal skills | E | AF,S |
| 2.4 | Ability to forge interdisciplinary and international collaborations | E | AF,S |
| 2.5 | Ability to effectively manage relations with a variety of stakeholders both internal and external to the university | E | AF,S |
| 2.6 | Project management skills | D | AF |
| **3.** | **Qualifications, Education & Training** |  |  |
| 3.1 | PhD in Physics, Astrophysics or a related discipline | E | AF |
| **4.** | **Other Requirements** |  |  |
| 4.1 | Ability to motivate and engage others in research | E | AF,S |
| 4.2 | Ability to work on own initiative and as part of a team | E | AF,S |
| 4.3 | Ability to work to tight deadlines | E | AF,S |

**Legend**

Rating of attribute: E = essential; D = desirable

Source of evidence: AF = Application Form; S = Selection Programme (including Test,

Presentation, References)

**JOB HAZARD IDENTIFICATION FORM**

|  |  |  |  |
| --- | --- | --- | --- |
| **Please tick box(s) if any of the below are likely to be encountered in this role. This is in order to identify potential job related hazards and minimise associated health effects as far as possible. Please use the** [**Job Hazard Information**](http://www.port.ac.uk/departments/services/humanresources/occupationalhealthservice/jobhazardinformation/filetodownload,164407,en.doc) **document in order to do this.** | | | |
| 1. International travel/Fieldwork | x | 13. Substances to which COSHH regulations apply (including microorganisms, animal allergens, wood dust, chemicals, skin sensitizers and irritants) |  |
| 2. Manual Handling (of loads/people) |  | 14. Working at height |  |
| 3. Human tissue/body fluids (e.g. Healthcare workers, First Aiders, Nursery workers, Laboratory workers) |  | 15. Working with sewage, drains, river or canal water |  |
| 4. Genetically modified Organisms |  | 16. Confined spaces |  |
| 5. Noise > 80 DbA |  | 17. Vibrating tools |  |
| 6. Night Working (between 2200 hrs and 0600 hrs) |  | 18. Diving |  |
| 7. Display screen equipment (including lone working) | X | 19. Compressed gases |  |
| 8. Repetitive tasks (e.g. pipette use, book sensitization etc) |  | 20. Small print/colour coding |  |
| 9. Ionising radiation/non-ionising radiation/lasers/UV radiation | | 21. Contaminated soil/bioaerosols |  |
| 10. Asbestos and lead | | 22. Nanomaterials | |
| 11. Driving on University business  (mini-bus, van, bus, forklift truck etc) | | 23. Workplace stressors (e.g. workload, relationships, job role etc) | |
| 12. Food handling | | 24. Other (please specify) | |

**Completed by Line Manager/Supervisor:**

|  |  |
| --- | --- |
| **Name (block capitals)** | Professor David Wands |
| **Date** | February 2017 |
| **Extension number** | 3115 |

Managers should use this form and the information contained in it during induction of new staff to identify any training needs or requirement for referral to Occupational Health (OH).

Should any of this associated information be unavailable please contact OH (Tel: 023 9284 3187) so that appropriate advice can be given.

**UNIVERSITY OF PORTSMOUTH – RECRUITMENT PAPERWORK**

**1. JOB DESCRIPTION**

|  |  |
| --- | --- |
| **Job Title:** | Reader in Gravitational Wave Science |
| **Grade:** | 9 |
| **Faculty/Centre:** | Technology |
| **Department/Service:**  **Location:** | ICG |
| **Position Reference No:** | ZZ602851 |
| **Cost Centre:** | 41950 |
| **Responsible to:** | ICG directors |
| **Responsible for:** | *n/a* |
| **Effective date of job description:** | January 2017 |

|  |
| --- |
| **Purpose of Job:** |
| To provide vision and strategic leadership in research and innovation in physics, astrophysics and gravitational wave science; to strengthen and broaden the research and innovation environment in the University of Portsmouth and to actively support and mentor research staff and students; to undertake internationally outstanding research, innovation and scholarly activities; to provide academic leadership in teaching and curriculum development within the university. |
| **Key Responsibilities:** |
| **Research**   1. To lead and maintain internationally competitive research and innovation by developing own research and innovation programme at the cutting edge of the subject. 2. To identify and secure external funding through research and innovation grants; and to develop collaborative research and other income generating activities; 3. To publish research outcomes in high impact international journals and to disseminate the results through conferences and workshops and to contribute to the external visibility of the department and the university. 4. To collaborate with academic partners and user groups to deliver research impact. 5. To contribute to the strategic planning and implementation of the department and Faculty. 6. To provide subject specific and research related expert advice and guidance to support and develop the research and innovation environment in the department and the Faculty. 7. To mentor and support research staff and students in their research and innovation endeavours. 8. To attract and supervise research students, and post-doctoral researchers and other research support staff.   **Teaching**   1. To deliver inspirational teaching and where appropriate research-informed teaching. 2. To design and be responsible for the content of specific areas of teaching and learning at undergraduate and postgraduate levels. 3. To undertake academic duties to deliver high quality teaching, student learning support and assessment. 4. To support and comply with the university teaching quality assurance standards and procedures.   **Additional duties**   1. To contribute to the leadership and management of the department, including supporting early career staff and developing new collaborative initiatives. 2. To undertake such specific management roles/committee work as may be reasonably required. 3. To participate in relevant professional/advisory activities. 4. To engage in continuous professional development. 5. To undertake external commitments, which enhance the reputation of the University. 6. To undertake any other duties as required by the Dean of Faculty and ICG directors. |

|  |
| --- |
| **Working Relationships:** |
| 1. Dean of Faculty 2. ICG directors 3. Associate Dean (Research) 4. Subject group leader 5. Research group and academic colleagues and support/technical staff 6. External research collaborators |

**2. PERSON SPECIFICATION**

|  |  |  |  |
| --- | --- | --- | --- |
| **No** | **Attributes -** | **Rating** | **Source** |
| **1.** | **Specific Knowledge & Experience** |  |  |
| 1.1 | Strong record of high quality and high impact research publications in gravitational wave science and other areas complementary to existing ICG research | E | AF,S |
| 1.2 | Track record of securing external funding for internationally leading research | E | AF,S |
| 1.3 | Leading roles in collaborative research projects, involving academics and/or users | E | AF,S |
| 1.4 | Ability to build and mentor a successful and productive research team | E | AF,S |
| 1.5 | Experience of enterprise, innovation and research with evidence of social and/or economic impact | D | AF,S |
| 1.6 | Record of international leadership in a research field | D | AF,S |
| **2.** | **Skills & Abilities** |  |  |
| 2.1 | Ability to provide vision, leadership and support in the development of research and/or innovation | E | AF,S |
| 2.2 | Ability to support the professional development of staff in a research field | E | AF,S |
| 2.3 | Excellent communication and interpersonal skills | E | AF,S |
| 2.4 | Ability to forge interdisciplinary and international collaborations | E | AF,S |
| 2.5 | Ability to effectively manage relations with a variety of stakeholders both internal and external to the university | E | AF,S |
| 2.6 | Project management skills | D | AF |
| **3.** | **Qualifications, Education & Training** |  |  |
| 3.1 | PhD in Physics, Astrophysics or a related discipline | E | AF |
| **4.** | **Other Requirements** |  |  |
| 4.1 | Ability to motivate and engage others in research | E | AF,S |
| 4.2 | Ability to work on own initiative and as part of a team | E | AF,S |
| 4.3 | Ability to work to tight deadlines | E | AF,S |

**Legend**

Rating of attribute: E = essential; D = desirable

Source of evidence: AF = Application Form; S = Selection Programme (including Test,

Presentation, References)

**JOB HAZARD IDENTIFICATION FORM**

|  |  |  |  |
| --- | --- | --- | --- |
| **Please tick box(s) if any of the below are likely to be encountered in this role. This is in order to identify potential job related hazards and minimise associated health effects as far as possible. Please use the** [**Job Hazard Information**](http://www.port.ac.uk/departments/services/humanresources/occupationalhealthservice/jobhazardinformation/filetodownload,164407,en.doc) **document in order to do this.** | | | |
| 1. International travel/Fieldwork | x | 13. Substances to which COSHH regulations apply (including microorganisms, animal allergens, wood dust, chemicals, skin sensitizers and irritants) |  |
| 2. Manual Handling (of loads/people) |  | 14. Working at height |  |
| 3. Human tissue/body fluids (e.g. Healthcare workers, First Aiders, Nursery workers, Laboratory workers) |  | 15. Working with sewage, drains, river or canal water |  |
| 4. Genetically modified Organisms |  | 16. Confined spaces |  |
| 5. Noise > 80 DbA |  | 17. Vibrating tools |  |
| 6. Night Working (between 2200 hrs and 0600 hrs) |  | 18. Diving |  |
| 7. Display screen equipment (including lone working) | X | 19. Compressed gases |  |
| 8. Repetitive tasks (e.g. pipette use, book sensitization etc) |  | 20. Small print/colour coding |  |
| 9. Ionising radiation/non-ionising radiation/lasers/UV radiation | | 21. Contaminated soil/bioaerosols |  |
| 10. Asbestos and lead | | 22. Nanomaterials | |
| 11. Driving on University business  (mini-bus, van, bus, forklift truck etc) | | 23. Workplace stressors (e.g. workload, relationships, job role etc) | |
| 12. Food handling | | 24. Other (please specify) | |

**Completed by Line Manager/Supervisor:**

|  |  |
| --- | --- |
| **Name (block capitals)** | Professor David Wands |
| **Date** | February 2017 |
| **Extension number** | 3115 |

Managers should use this form and the information contained in it during induction of new staff to identify any training needs or requirement for referral to Occupational Health (OH).

Should any of this associated information be unavailable please contact OH (Tel: 023 9284 3187) so that appropriate advice can be given.