****

**Support and Professional Services**

**Research and Innovation Services**

**Theme Professor for Sustainability and the Environment**

**ZZ004202**

**THE POST**

Please see the attached job description and person specification.

**TERMS OF APPOINTMENT**

Full-time

Permanent

Salary is commensurate with the scope and responsibilities of the post and the experience of the successful candidate. 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.

**Part-time appointments**

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. If you work less than 1 fte your annual leave entitlement will be calculated 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.

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.

Please note if you are the successful candidate once the verbal offer of employment has been made and accepted, references will be immediately requested. It is the University’s policy that all employment covering the past three years is referenced. A minimum of two references is required to cover this three year period of employment or study (where there has been no employment). One of your referees must be your current or most recent employer.

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:** | Theme Professor |
| **Grade:** | Commensurate with the scope and responsibilities of the post and the experience of the successful candidate |
| **Faculty/Centre:** | Support and Professional Services |
| **Department/Service:**  **Location:** | Research and Innovation Services |
| **Position Reference No:** | ZZ004202 |
| **Responsible to:** | Dean of Faculty  Dotted line to Pro Vice-Chancellor (Research & Innovation) |
| **Responsible for:** |  |
| **Effective date of job description:** | October 2018 |

|  |
| --- |
| **Purpose of Job:** |
| To provide vision and strategic leadership to a cluster of research groups and individual staff centred on an interdisciplinary research and innovation theme of the University; to strengthen the research and innovation environment of the University in the area of the theme and proactively contribute to its development; to lead on initiatives to raise the external profile, develop academic and non-academic collaborator networks and to strengthen the University’s international reputation for research and innovation;  To undertake internationally outstanding research and innovation and scholarly activities commensurate with Professorial standing and aligned to the vision of the interdisciplinary theme; to contribute at an appropriate level to the scholarly life of the University including the delivery of occasional lectures, talks or presentations; and to contribute to academic leadership in teaching and curriculum development and to actively support and mentor academic staff at various stages in their careers. |

|  |
| --- |
| **Key Responsibilities:** |
| **Research and Innovation**   1. To lead the development and implementation of a strategy to deliver the vision for a university theme. 2. To maintain an internationally competitive research and innovation profile at the cutting edge of a discipline. 3. To play a leading role in securing external funding and in developing collaborative research. 4. To lead the development of partnerships and collaborations with commercial and non-commercial partners to create opportunities for knowledge exchange with public, private and third sector organisations as appropriate to the theme. 5. To lead the diversification of thematic members’ income generating activities to include for example, consultancy, exploitation of intellectual property and relevant professional development courses. 6. To collaborate with academic partners and user groups to deliver potentially transformational research impact, from own research and that of the wider theme. 7. To provide expert advice and guidance to strengthen the research and innovation environment of both the theme and the wider University. 8. To attract postgraduate research students, post-doctoral researchers and other research to the theme. 9. To actively mentor, nurture and support academic staff and students in their research and innovation endeavours. 10. To ensure appropriate supervision of research students and post-doctoral researchers.   **Teaching & Learning**   1. To deliver inspirational teaching and lecturing leading in the application of research-informed and research-based teaching. 2. To contribute to the development of engaging curriculum/course content supporting the integration of theme research and innovation into the relevant curriculum.   **Additional duties**   1. To undertake such specific management roles/committee work as may be reasonably required. 2. To participate in relevant professional/advisory activities. 3. Engage in continuous professional development 4. To undertake external commitments which reflect and enhance the reputation and profile of the theme and of the University.   To undertake any other duties as required commensurate with the seniority of the role. |

|  |
| --- |
| **Working Relationships:** |
| 1. Pro Vice-Chancellor (Research and Innovation) 2. Dean of Faculty 3. Associate Dean (Research) and other members of the Faculty Executive 4. Other researchers across the University whose research specialism relates to the Thematic area 5. Professorial leads of other Themes. 6. Director of Research and Innovation Services (and Deputies) 7. Themes facilitator (Research Development Manager) and other support staff including the Research Development Officer for the Theme 8. External research collaborators, key external stakeholders relevant to the Theme. 9. Other research and academic colleagues and support/technical staff on day-to-day issues |

1. **PERSON SPECIFICATION**

|  |  |  |  |
| --- | --- | --- | --- |
| **No** | **Attributes -** | **Rating** | **Source** |
| **1.** | **Specific Knowledge & Experience** |  |  |
|  | A track record of high quality research publications commensurate with a professorial position | E | AF, S |
|  | A track record of attracting external funding in support of internationally leading research or applications of research | E | AF,S |
|  | A track record of leading collaborative research, involving academics and end users | E | AF,S |
|  | A track record of building and managing high-performing research teams | E | AF,S |
|  | A track record in supporting the development of others in research and innovation | E | AF,S |
|  | Understanding of the national and international research and innovation environment | E | AF,S |
|  | Good awareness of the role of public engagement and impact in research and innovation | E | AF,S |
| **2.** | **Skills & Abilities** |  |  |
|  | Proven experience to provide vision, leadership and support in the development of research and innovation | E | AF,S |
|  | Ability to enthuse and inspire other researchers | E | AF,S |
|  | Ability to support the professional development of staff in a research or innovation field | E | AF,S |
|  | Ability to predict and solve problems when they occur | E | AF |
|  | Excellent communication and interpersonal skills | E | AF,S |
|  | Creativity and entrepreneurial spirit | E | AF,S |
|  | Ability to forge interdisciplinary and international collaborations | E | AF,S |
|  | Ability to effectively manage relations with a variety of stakeholders both internal and external to the university | E | AF,S |
| **3.** | **Qualifications, Education & Training** |  |  |
|  | Doctoral qualification | E | AF |
| **4.** | **Other Requirements** |  |  |
|  | Ability to motivate and engage others in research and innovation activities | E | AF,S |
|  | Ability to develop productive networks across multiple sectors (business, public and third sector) | E | AF,S |
|  | Ability to mentor and develop staff; a collegiate team member | 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 |  | 13. Substances to which COSHH regulations apply (including microorganisms, animal allergens, wood dust, chemicals, skin sensitizers and irritants) |  |
| 1. Manual Handling (of loads/people) |  | 14. Working at height |  |
| 1. Human tissue/body fluids (e.g. Healthcare workers, First Aiders, Nursery workers, Laboratory workers) |  | 15. Working with sewage, drains, river or canal water |  |
| 1. Genetically Modified Organisms |  | 16. Confined spaces |  |
| 1. Noise > 80 DbA |  | 17. Vibrating tools |  |
| 1. Night Working   (between 2200 hrs and 0600 hrs) |  | 18. Diving |  |
| 1. Display screen equipment |  | 19. Compressed gases |  |
| 1. Repetitive tasks (e.g. pipette use, book sensitization etc) |  | 20. Small print/colour coding |  |
| 1. 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)** | Sarah Duckering |
| **Date** | 2/7/18 |
| **Extension number** | x2977 |

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.