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**Faculty of Science & Health**

**School of Biological Sciences**

**Reader in Protein Engineering & Synthetic Biology**

**ZZ006965**

**THE POST**

Please see the attached job description and person specification.

**TERMS OF APPOINTMENT**

Full-time

Permanent

Salary is in the range £54,421 - £63,059 per annum. 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).

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| 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.

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.

If the position has a requirement for Disclosure and Barring Service check (DBS) or Non-Police Personnel Vetting (NPPV), this will be stated in the advert. Further information will be provided once the selection process has been completed.

All applications must be submitted by 23:59 (UK time) on the closing date published.

For information on how to find our campus and the navigation of buildings (including accessibility), please see <https://www.accessable.co.uk/university-of-portsmouth> (click on the Access Guides tab at the top of the page, and then click on "view all access guides".



**UNIVERSITY OF PORTSMOUTH – RECRUITMENT PAPERWORK**

1. **JOB DESCRIPTION**

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| --- | --- |
| **Job Title:** | Reader in Protein Engineering & Synthetic Biology |
| **Grade:** | 9 |
| **Route:** | Research |
| **Faculty/Centre:** | Faculty of Science & Health |
| **Department/Service:**  **Location:** | School of Biological Sciences  King Henry Building |
| **Position Reference No:** | ZZ006965 |
| **Cost Centre:** | 44052 |
| **Responsible to:** | Head of School |
| **Responsible for:** | N/A |
| **Effective date of job description:** | March 2023 |

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| **Context of Job:** |
| The School is a world-class centre for the study of the Biological Sciences. We pride ourselves on providing a supportive and exciting environment to develop our student’s passion for the Biological Sciences and on furthering our knowledge of the discipline.  Our School provides world class research and innovation activities focused around our research strengths of Developmental Biology & Epigenetics, Molecular Biophysics and Applied Environmental Research which enables students and staff to flourish in this dynamic and inclusive scientific culture. |

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| **Purpose of Job:** |
| A Reader will demonstrate exceptional performance and external distinction in two or more Readership routes (one of which will be Research and the other through Citizenship and Leadership) as detailed in the latest Policy on Promotion and Appointment to Reader or Professor. They will consistently undertake activity impacting positively on a range of stakeholders that has achieved a reputation and recognition with key stakeholders at least nationally (and possibly internationally).  They will provide leadership in research and innovation across the Department, particularly in relation of the areas of Protein Engineering and Synthetic Biology; to strengthen the research environment of the Department and proactively contribute to its improvement including supporting the sustainability of their activity with the generation of income via means appropriate to the Professorial route outlined above; to actively support and mentor academic staff; to undertake nationally outstanding activities commensurate with Readership standing with indications that this is developing to an international standing; and to contribute to excellence in teaching at undergraduate and postgraduate levels. |
| **Key Responsibilities:** |
| **Reader Contribution**   * To play a leading role or significantly contribute in continuously and creatively identifying and securing external funding to support activity, commensurate with route and area of expertise. * Lead and develop staff in the Department in the area of Protein Engineering and Synthetic Biology. * Successfully lead projects (research, innovation or education). * Support staff across the Department in generating sustainable income. * To lead the development of collaborative activity, internally and externally. * Conduct nationally competitive and recognised education by developing own programme of activity at the cutting edge of the subject area, building to an international reputation. * To publish and disseminate outcomes in recognised high-quality avenues appropriate to the Readership route (as above) and contribute to external reputation and benchmarking (e.g. REF, Advance HE standing, leagues tables). * To collaborate with both academic partners and user groups to deliver impact. * Contribute to the strategic planning and implementation of the Department / Faculty. * To provide subject specific research / innovation related expert advice and guidance to strengthen the Department / Faculty activity and reputation. * To attract and host contributors and visitors in your area. * To attract and supervise PGR students in your area.   **Teaching**   * To contribute to curriculum and course development at undergraduate and postgraduate levels in the specific area of Protein Engineering and Synthetic Biology and the broad area of Biological Sciences. * To be a reflective and inclusive teacher who is able to design and deliver research-informed teaching that meets the needs and expectations of contemporary students, and provides evidence of an ongoing commitment to developing their teaching expertise. * To undertake duties to deliver high-quality student learning support and assessment in accordance with University teaching quality assurance standards and procedures.   **Additional Duties**   * To conduct self-collegiality, outside of immediate scope of promotion, in order to support colleagues and other positive outcomes for the University. * To make a positive contribution to the leadership and management of the School and Faculty including providing support and mentoring for early career staff and facilitating the ongoing development of colleagues in the School (in the area relevant to route of promotion) and developing new collaborative initiatives. * To undertake such specific management roles / committee work as may be reasonably required. * To participate in relevant professional / advisory activities and engage in continuous professional development. * To contribute to the University of Portsmouth’s Civic goals. * To undertake external commitments, which reflect and enhance the reputation of the Department and University. * To undertake any other duties as required by the Dean of Faculty and Head of Department. * Participate in, and contribute to, a performance and development review (PDR), ensuring that work produced is in line with the Department / Faculty / University aims. * To comply with the University's Health and Safety Policy and pay due care to own safety and the safety of others. Report all accidents, near misses and unsafe circumstances to line management. * Support the University's commitment to equality, diversity, respect and dignity, creating an environment in which individuals will be treated on the basis of their merits, abilities and potential, regardless of gender, racial or national origin, disability, religion or belief, sexual orientation, age or family circumstances.   **Risk Management**   * Readers are responsible for assessing and managing risk within the scope of the role, in line with the University’s Risk Management Policy and to escalate matters where necessary. They are also accountable and responsible for Health and Safety as defined in the Health and Safety Policy. |

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| **Working Relationships (key individuals the job holder would be working with):** |
| * Executive Dean of Faculty * Head of the School of Biological Sciences * Faculty Manager * Associate Deans of Faculty (Research / Students / Global Engagement and Education Partnerships) * Associate Heads of Department (Research / Students / Global Engagement and Education Partnerships) * Other research and academic colleagues and support / technical staff * Other staff in the Faculty, and external research collaborators |

1. **PERSON SPECIFICATION**

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| **No** | **Attributes** | **Rating** | **Source** |
| **1.** | **Specific Knowledge & Experience** |  |  |
|  | Evidence of provision of leadership and support in the development of research | E | AF, S |
|  | A sustained record of high-quality output and dissemination in Protein Engineering and Synthetic Biology in recognised high-quality avenues appropriate to the Professorial route that contribute to external reputation of the University | E | AF, S |
|  | An ongoing record of attracting external funding in support of sustainable activity | E | AF, S |
|  | A track record of successful supervision of Doctoral students and/or Post-Doctoral Research Assistants (for the Education and Research routes) | E | AF, S |
|  | Nationally leading activity appropriate to the Professorial route | E | AF, S |
|  | International networks and knowledge | E | AF, S |
|  | Experience of supporting career development of others | E | AF, S |
|  | Successful experience of team or project leadership or management | D | AF, S |
|  | Experience of creating impact in education, research or innovation with end users | D | AF, S |
| **2.** | **Skills & Abilities** |  |  |
|  | Ability to support the professional development of staff in the School of Biological Sciences | E | AF, S |
|  | Ability to adapt to a changing national climate of Protein Engineering and Synthetic Biology | E | AF, S |
|  | Professionalism and excellent interpersonal skills | E | AF, S |
|  | Ability to produce and communicate complex and original ideas in a range of modes | 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 |
|  | Ability to deliver programmes of study in their specialist and related areas | E | AF, S |
|  | Project and team management skills | E | AF, S |
|  | Ability to use expertise to create positive impact with end users | D | AF, S |
| **3.** | **Qualifications, Education & Training** |  |  |
|  | Doctoral qualification or equivalent professional experience | E | AF |
| **4.** | **Other Requirements** |  |  |
|  | Ability to motivate and engage others | E | AF, S |
|  | Ability to work on own initiative and as part of a team | E | AF, S |
|  | Ability to work to tight deadlines | E | AF, S |
|  | Collegiality | E | AF, S |
|  | A commitment to behaving in accordance with the published values and leadership hallmarks of the University | E | AF, S |

**Legend**

Rating of attribute: E = Essential; D = Desirable

Source of evidence: AF = Application Form; S = Selection Programme (Including Interview, Test, Presentation)

**JOB HAZARD IDENTIFICATION FORM**

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| **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/recruitmentandselection/informationforrecruiters/essentialinformationandformsforrecruiters/) **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, welding fume) | X |
| 2. Manual Handling (of loads/people) |  | 14. Working at height |  |
| 3. Human tissue/body fluids (e.g. Healthcare settings, 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 | X | 19. Compressed gases |  |
| 8. Repetitive tasks (e.g. pipette use, etc) |  | 20. Small print/colour coding |  |
| 9. Ionising radiation/non-ionising radiation/lasers/UV radiation  X | | 21. Soil/bio-aerosols |  |
| 10. Asbestos and/or lead | | 22. Nanomaterials | |
| 11. Driving on University business:  mini-bus (over 9 seats), van, bus, forklift truck, drones only) | | 23. Workplace stressors (e.g. workload, relationships, job role, etc.) | |
| 12. Food handling | | 24. Other (please specify) | |

**Completed by Line Manager/Supervisor:**

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| **Name (block capitals)** | FIONA MYERS |
| **Date** | March 2023 |
| **Extension number** | 2054 |

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.