



**UNIVERSITY OF LEEDS**

## **CANDIDATE BRIEF**

**Head of School, School of Psychology  
Faculty of Medicine and Health**



**Salary: Grade 9 – Grade 10 (competitive salary)**

**Reference: 71794**

**Closing date: 12 June 2019**

**Interview date: 19 July 2019**

**We are committed to flexible working for all our employees**



## **Head of School**

### **School of Psychology, Faculty of Medicine and Health**

**Do you have the ability to provide the strategic vision and leadership necessary to lead the School to successfully develop and deliver the School's plans through inspiring, motivating and developing staff to achieve their full potential?**

**Are you passionate about delivering world-leading research and an exceptional student experience in an international and interdisciplinary context?**

You will lead and manage the School of Psychology, maximising strategic opportunities arising from the changing landscape of higher education and the University's strategic plan, whilst leading and delivering excellence in research and education.

You will be an active member of the University's Leadership Forum and of the Executive Committee of the Faculty of Medicine and Health, promoting a coordinated approach to delivering innovative strategic academic development. You will be taking on a significant and complex leadership role in the Faculty, and must be able to lead with a clear vision, engaging others across the School, Faculty and University.

You will have the leadership skills, ambition and creativity to take forward the development and delivery of the School's academic strategy and objectives. You will thrive on working collaboratively in a dynamic environment to enhance the reputation of the School with a focus on quality and excellence.

Academic credibility is essential. You will have a sustained track record of excellence in research and/or student education, combined with excellent skills in team working and collaboration.

The appointment will be from August 2019 (or as soon as possible thereafter).



# What does the role entail?

## University and Faculty Responsibilities

As Head of School, you will:

- Actively contribute to the University's strategy and performance through membership of the Leadership Forum, University-level committees and groups, and the Faculty Executive Committee, with a direct reporting line to the Executive Dean of the Faculty;
- Work collaboratively with your Faculty leadership colleagues to ensure decisions and strategic planning are made in the best interest of the University and Faculty as a whole;
- Consistently promote and deliver on Faculty agreed strategies and objectives both internally and externally;
- Work in partnership with the Executive Dean, the three Faculty Pro-Deans (for Student Education, Research & Innovation, and International), the other Heads of School and Professional Services leads to develop and deliver the Faculty's academic strategies;
- Lead programmes of work to successful delivery as requested by the Executive Dean, and act for the Executive Dean as necessary;
- Represent the University and Faculty regionally, nationally and internationally, influencing external developments and sustaining partnerships to enhance our external profile and generate benefits for the University as a whole;
- Actively role model the University's expected leadership behaviours.

## School Leadership

As Head of School, you will:

- Provide strategic vision, direction and inspirational leadership for the academic development and delivery of the School's plans;
- Support and promote collaboration across all academic activities;
- Promote excellence in student education with a focus on the student experience and measurable outcomes;
- Support and encourage excellence in research, innovation and impact, providing an enabling environment;
- Support and deliver the international strategy and objectives through engagement in building a strong international profile for the School and promoting its reputation and impact;



- Take responsibility and accountability for the overall performance of the School through its finances and cost control, staff and structures, processes and procedures, monitoring performance against plans;
- Lead, manage and support the development of all School staff, ensuring that talent management and succession planning are delivered, and promoting service excellence and quality enhancement;
- Promote and deliver continued improvement in equality and inclusion, including engagement with external bodies;
- Work collaboratively with professional service leads to ensure the delivery of high-quality student and staff experiences;
- Ensure that appropriate structures and mechanisms are in place for the effective leadership of the School, and lead the School Management Team comprising academic and professional service leads;
- Ensure the effective implementation of the University's health, safety and wellbeing policies and management systems within the School and support our sustainability agenda.

You will also continue with your personal career, dedicating one day per week to your academic activity. Any additional support will be by negotiation with the Faculty Executive Dean. This may include a Research Fellow in your specialist area or be an alternative form of support.

These duties provide a framework for the role and should not be regarded as a definitive list. Other reasonable duties may be required consistent with the grade of the post.

## What will you bring to the role?

As Head of School, you will have:

- Experience of academic leadership, with a clear vision and the ability to engage others in that vision;
- The ability to respond flexibly and with resilience to the demands of delivering a complex leadership role, and respond positively to changing priorities;
- A breadth and depth of academic expertise in research and teaching to build credibility and influence at all levels, internally and externally;
- Experience of developing and implementing strategy, demonstrating an ability to think and plan strategically, articulate priorities and imperatives, and deliver change;





- A highly developed awareness of internal and external political issues and higher education regulation with proven ability to operate effectively within these different environments;
- Significant creativity and judgement and the willingness to suggest and try new and creative approaches to problems;
- Highly developed communication skills with the ability to build and maintain effective and productive working relationships internally and externally;
- A commitment to creating an environment for staff and students that is inclusive, promotes equality and supports diversity;
- Evidence of effective and appropriate delegation, providing and responding to constructive feedback, monitoring and addressing performance, and building trust and teamwork;
- Evidence of success in delivering results, effectively managing people, finances, and other resources to achieve these.

## How to apply

The University of Leeds has engaged the services of Berwick Partners (an Odgers Berndtson company), to whom applications should be sent.

The closing date for applications is **Wednesday 12 June 2019 at 12 noon.**

In order to apply, please submit a comprehensive curriculum vitae along with a covering letter setting out your interest in the role and details of how you match the required criteria. Please include the names and addresses of three referees. Referees will not be approached until the final stages and not without prior permission from candidates.

You can apply online at: [www.berwickpartners.co.uk/71794](http://www.berwickpartners.co.uk/71794)

For an informal and confidential discussion, please speak with our advisor at Berwick Partners:

Alex Albone - tel: 0207 529 3061, email: [alex.albone@berwickpartners.co.uk](mailto:alex.albone@berwickpartners.co.uk)



## Additional information

### The University of Leeds

The University, established in 1904, is one of the largest higher education institutions in the UK. We are renowned globally for the quality of our teaching and research.

The strength of our academic expertise, combined with the breadth of disciplines we cover, provides a wealth of opportunities and has real cultural, economic, societal and environmental impact.

The University strives to achieve academic excellence within an ethical framework informed by our values of integrity, equality and inclusion, community and professionalism.

Leeds is a community of more than 38,000 students from 150 different countries, over 8,700 staff of 100 different nationalities and we are in touch with more than 267,000 alumni in 191 different countries. A member of the Russell Group of universities, we are one of the UK's top ten research institutions and one of the UK's most prestigious and diverse universities.

Highlights include:

- 88% of final year students reported through the 2018 National Student Survey that they are satisfied with the quality of their course, placing us joint top in the Russell Group.
- The results of the Research Excellence Framework (REF) 2014 ranked Leeds in 10th place for research power and 9th for research impact. The assessment identified that over 80% of our research is rated “world-leading or internationally excellent”.
- The University is number 93 in the QS world rankings in 2018 and was named University of the Year 2017 in the Times and the Sunday Times' Good University Guide.
- The University has an annual turnover £715 million and we are in good financial health with a strong balance sheet.
- Our commitment to invest for the long term is based on robust financial plans that set exacting student recruitment targets, ambitious improvements in research performance and significant efficiency improvements.



- For every £1 million of revenue generated by the University, we generate secondary economic impact of £1.31 million – 74% of which flows into the regional economy of Yorkshire and Humberside.

## Values

The University's core values are as follows:

- Academic excellence: knowledge, academic freedom, critical independence, creativity, innovation and world-class performance;
- Community: public service and citizenship; collegiality, teamwork and mutual respect;
- Integrity: openness, transparency and honesty;
- Inclusiveness: diversity, equal opportunity and access;
- Professionalism: provision of effective and efficient customer-focused services in all aspects of our work (internally and externally).

## The Faculty of Medicine and Health

The Faculty comprises four health-related schools – [Medicine](#), [Dentistry](#), [Healthcare](#) and [Psychology](#) overseeing over 1,200 University staff and more than 5,000 students. Our mission as a leading biomedical and health service research campus is to deliver educational and [research excellence](#) that impacts on human health and wealth.

We achieve this through our School's vital strategic plans working alongside research strength across the University - notably in physical-mathematical sciences, digital/computation, bio-engineering and biosciences.

Together we deliver a truly immersive and trans-disciplinary approach to tackling real world health challenges, and deliver an outstanding education with technology and innovation at its core.

[Partnerships](#) are crucial to our success, particularly those with the NHS. Although our principal partner is one of the largest hospitals in the UK – [Leeds Teaching Hospitals NHS Trust](#) - we work closely with a host of primary, secondary, community and mental health trusts across the Leeds City Region West Yorkshire landscape notably our [partners at Bradford](#). This is achieved through joint academic appointments and honorary contracts, shared research strategies and infrastructure and a variety of student placements and post-graduate taught programmes.





We host the [Leeds Academic health partnership](#) – a unique consortium bringing together Universities, NHS Trusts across England's 3rd largest city together with the City Council to maximise opportunities afforded by the scale and simplicity of the Leeds health ecosystem. We actively participate in the [Yorkshire and Humber Academic Health Science Network](#) and the [Northern Health Science Alliance](#) where we help drive innovation and health-digital technologies across the Region and North of England.

In partnership with Guy's and St Thomas' NHS Foundation Trust, the Faculty hosts the [NIHR Clinical Research Network Co-ordinating Centre](#) that oversees and manages around 700,000 NHS patients involved in clinical trials across England.

### **The School of Psychology**

The Department of Psychology was founded in 1949 and became the School of Psychology in 2004 in order to demonstrate the scope of its academic activities and the strength of its interactions with a broad range of stakeholders. The School is centrally located in the University, very close to libraries and other facilities. It is housed in a building combining two complementary architectural styles: a renovated Edwardian Terrace, where most teaching, research, and administrative staff have their offices, and modern (1989 and 1991) purpose-built extensions that have recently been refurbished where research and computing laboratories and teaching rooms are located.

The School of Psychology has an overarching strategy that encourages a symbiotic relationship between teaching and research with the goal of achieving excellence in these two equally valued activities. Our research strategy focuses on Five Grand Challenges which provide a framework for flexible research groupings and encourage working across disciplines to address major research questions. The Grand Challenges cover relatively broad areas within which we aim to have impact: Health and Well-Being; Nervous System and its Disorders; Successful Ageing; Successful Childhood Development; and Behaviour Change.

The School has a Director of Research & Innovation who is responsible for leading the development, promotion and delivery of the School's Research objectives and overseeing the development and quality of the School's research portfolio. The School also has a large undergraduate programme (single honours BSc Psychology), with extremely successful Year Abroad and Industrial year placement options plus an





Integrated undergraduate Masters MPsysc Advanced Psychology, alongside two Taught masters programmes (MSc Cognitive Development and its Disorders and MSc Psychological Approaches to Health). We also contribute to two interdisciplinary UG programmes: BSc Psychology with Education and BA Philosophy, Psychology and Scientific Thought. This activity is managed by a Director of Student Education who plays a major strategic role in developing teaching within the School and is responsible for delivery of the academic portfolio for psychology students. The School is also increasing its international activity in both teaching and research, and this is a major component of the School's current strategy.

The School has a strong track record in research impact and is well positioned for the forthcoming REF. The School enjoys unparalleled collaborative links with colleagues across the University campus including projects with Engineering, Healthcare, Dentistry, Psychiatry, Arts and Clinical Psychology. These links allow researchers to exploit a number of multidisciplinary funding opportunities available through UKRI (e.g. EPSRC, ESRC, MRC, AHRC) and elsewhere (e.g. NIHR grants, industrial funding, charity). The School also houses a vibrant community of postgraduate researchers funded through a variety of sources.

## **Working at Leeds**

Find out more about the benefits of working at the University and what it is like to live and work in the Leeds area on our [Working at Leeds](#) information page.

## **Candidates with disabilities**

Information for candidates with disabilities, impairments or health conditions, including requesting alternative formats, can be found on our [Accessibility](#) information page or by getting in touch with us at [disclosure@leeds.ac.uk](mailto:disclosure@leeds.ac.uk).

## **Criminal record information**

### **Rehabilitation of Offenders Act 1974**

A criminal record check is not required for this position. However, all applicants will be required to declare if they have any 'unspent' criminal offences, including those pending.



Any offer of appointment will be in accordance with our Criminal Records policy. You can find out more about required checks and declarations in our [Criminal Records](#) information page.

