



UNIVERSITY OF LEEDS

CANDIDATE BRIEF

Pro-Dean for Research and Innovation, Faculty of Environment



Reference: ENVFO1102

Closing date: 16 July 2019

Please note, this position is available to Academic staff at Grade 9 or 10 from the Faculty of Environment (including the School of Food Science & Nutrition) only

Pro-Dean for Research and Innovation, Faculty of Environment

Do you have the ability to provide the strategic vision to lead the Faculty to successfully deliver the strategy for Research and Innovation, are you looking for a challenging leadership position and are you passionate about supporting staff to achieve academic excellence in an international and interdisciplinary context?

Working with the Deputy Vice-Chancellor: Research and Innovation and the Executive Dean, you will play a major strategic role in contributing to strategic developments within the University, undertaking cross-institutional activity, facilitating links with external organisations such as industry, research councils and government and determining, leading and implementing the strategy for Research and Innovation within the Faculty. You will also be a member of the University's Research and Innovation Board with responsibility to lead on cross institutional research initiatives where appropriate.

You will be an active member of the University's Leadership Forum and of the Faculty Executive, promoting a coordinated approach to delivering innovative strategic academic development. You will be taking on a significant leadership role and must be able to lead with a clear vision and engage others across the Faculty and University. You will thrive on working collaboratively in a busy and dynamic environment to enhance the reputation of the Faculty with a focus on quality and excellence.

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

The Pro Dean for Research and Innovation will be appointed normally for a period of 3 years in the first instance, with the possibility of renewal to 5 years following discussion with the post holder. A workload allocation of 0.6fte is expected for this role.



What does the role entail?

As Pro-Dean for Research and Innovation your University Responsibilities will include:

- Actively contribute to the University's strategy and performance through membership of the Leadership Forum, University committees and groups, with a direct reporting line to the Executive Dean of the Faculty;
- Under the guidance of the Deputy Vice-Chancellor: Research and Innovation, develop lead the University's Research and Innovation Strategy by leading cross-institutional activity; and leading the implementation of initiatives within the Faculty.
- Promoting interdisciplinary research, collaboration and strategic alliances as appropriate, working proactively with other Pro-Deans, Theme & Platform Leaders, Executive Deans and Heads of Schools;
- Representing the University and Faculty externally, sustaining partnerships to enhance our external profile and generate benefits for the University;
- Being an active role model for the University's expected leadership behaviours.

Your Faculty Responsibilities will include:

- Membership of the Faculty Executive, working in partnership with the Executive Dean, the other two Pro-Deans, Heads of School and Professional Service leads to develop and deliver the Faculty's academic strategies, assisting the Executive Dean with the general management of the Faculty;
- Working collaboratively with your Faculty Executive colleagues to ensure decisions and strategic planning are made in the best interest of the University, and promote and deliver Faculty agreed strategies and objectives internally and externally;
- Providing Faculty vision, direction and inspirational leadership for the academic development and delivery of the strategy for Research and Innovation: maximising research activity and research excellence; growing research income; maximising the exploitation and impact of the Faculty's research activity; optimising research performance; overseeing the monitoring of activity with regard to research and innovation targets;
- Leading (with the Executive Dean, Heads of Schools and Directors of Research and Innovation) the process of determining the return of REF submissions; leading and developing the REF support team across the



Faculty. If appropriate, advising on the allocation of outputs, impact and staff between Units of Assessment;

- Chairing the Faculty Research and Innovation Committee, working closely with the Directors of Research & Innovation across the Faculty. Representing the Faculty on the University Research and Innovation Board and other University bodies relating to research and innovation;
- Interacting with external bodies and other organisations on behalf of the Faculty in the area of research and innovation;
- Working with the Faculty Pro-Deans for Student Education and International to align priorities and in particular:
 - Working with the Faculty Pro-Dean: International to ensure that international collaborative research activity is strongly encouraged, and fully supported, and new opportunities are explored for internationalising, sustaining and scaling-up Research and Innovation initiatives with key overseas partners;
 - Working with the Faculty Pro-Dean for Student Education, promote and encourage the integration of research into taught programmes, thereby helping to translate excellence in research and scholarship into learning opportunities for students.
- Promoting and co-ordinate effective arrangements for the training, mentoring and career development of academic and contract research staff;
- Promoting and delivering continued improvement in equality and inclusion, including engagement with external bodies;

You will also continue to dedicate time to your academic activity. Any additional support will be by negotiation with the Faculty Executive Dean.

What will you bring to the role?

As the Pro Dean for Research and Innovation, you will have:

- A breadth and depth of academic expertise in research and innovation to build credibility and influence at all levels, internally and externally;
- Experience in an academic leadership role involving the development and implementation of strategy, demonstrating an ability to think and plan strategically, articulate priorities and imperatives, and deliver change;
- The ability to provide academic leadership in research and innovation by your own work and through encouragement;



- The ability to respond flexibly and with resilience to the demands of delivering a complex leadership role, and respond positively to changing priorities;
- An 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, and building trust and teamwork;
- Evidence of success in delivering results and effectively working in partnership with all stakeholders to achieve these.

How to apply

You can apply for this role online; more guidance can be found on our [How to Apply](#) information page. Applications should be submitted by **23.59** (UK time) on the advertised closing date.

Your application should include:

- a short statement (2-3 pages of A4) indicating your vision for the role and how you believe your existing knowledge and experience equips you to carry out the role;
- a copy of your curriculum vitae giving full details of qualifications and experience.

Contact information

To explore the post further or for any queries you may have, please contact:

[Professor Andy Dougill](#), Executive Dean of Faculty of Environment

Tel: +44 (0)113 343 6782

Email: A.J.Dougill@leeds.ac.uk



Additional information

All successful applicants will be expected to undertake the University's leadership excellence programme.

The tenure for the post will be by mutual agreement on appointment and will carry a Pro-Deanship payment of £8060 per year.

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.

Criminal record information

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.

