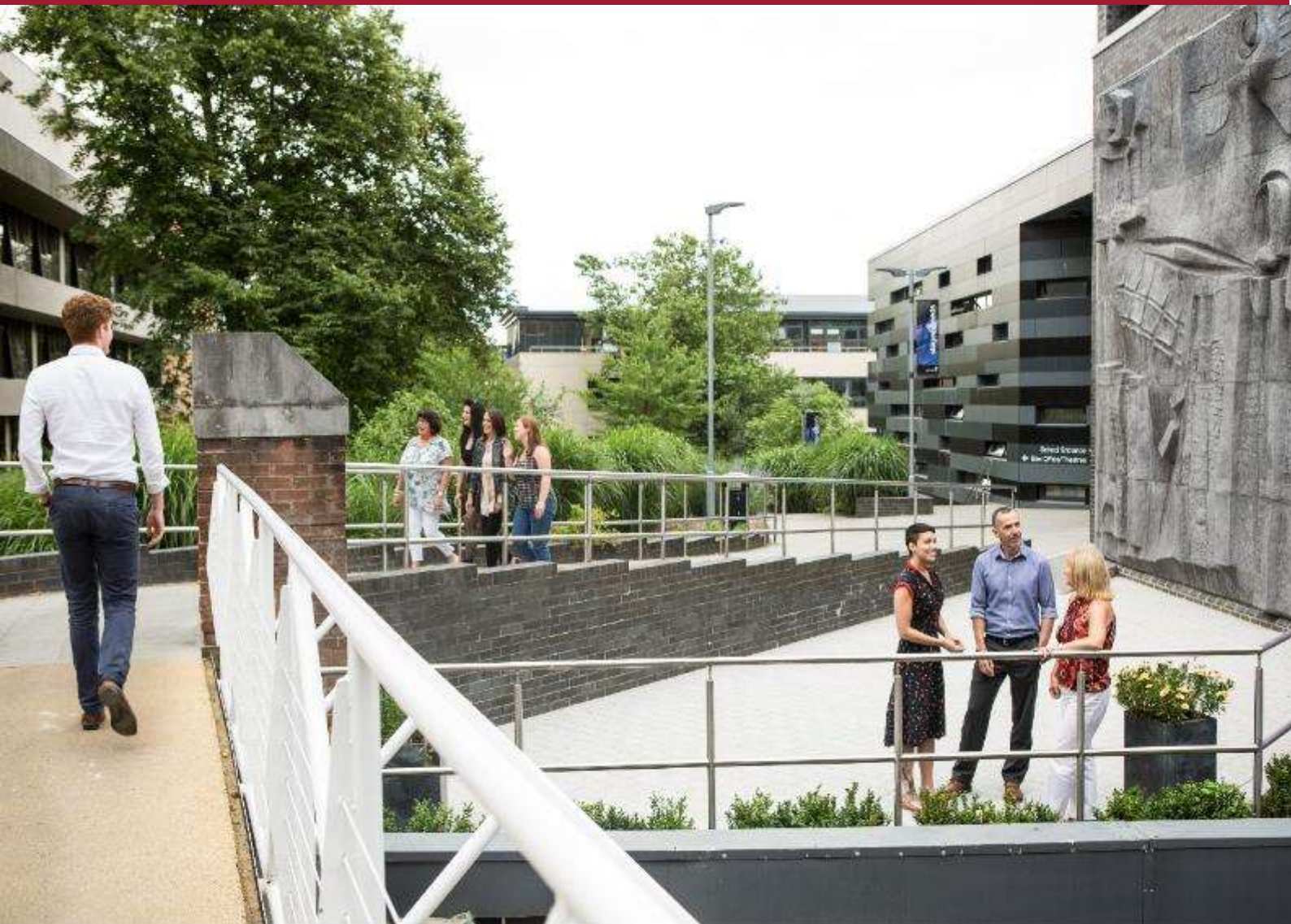




**UNIVERSITY OF LEEDS**

## **CANDIDATE BRIEF**

**Head of the School of Performance and Cultural Industries, Faculty of Arts, Humanities and Cultures**



**Competitive Salary at Grade 9 (from £51,034 p.a.) or Grade 10 (from £60,905 p.a.)**

**Reference: AHCP1016**

**Closing date: 8 January 2020**

**We will consider flexible working arrangements**

## **Head of the School of Performance and Cultural Industries Faculty of Arts, Humanities and Cultures**

**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 Performance and Cultural Industries, 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 Arts, Humanities and Cultures 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 busy and 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.

This represents an opportunity for a senior scholar proficient in inter-disciplinary and multi-disciplinary working to shape collectively the future of a School with a diverse portfolio of subject specialisms at a leading Russell Group University. You will be able to obtain very quickly a detailed working knowledge of the School's complex, multi-





disciplinary operations, including a very wide variety of research projects and programmes of both undergraduate and postgraduate study.

The appointment will be from as soon as possible - start date by negotiation.

## **What does the role entail?**

As Head of School your main duties will include:

### **University and Faculty Responsibilities**

- 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 three Faculty Pro-Deans (for Student Education, Research & Innovation, and International), the Deputy Dean, other Heads of School and Professional Service leads to develop and deliver the Faculty's academic strategies;
- Lead programmes of work to successful delivery as requested by the Executive Dean, and Deputy 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**

- 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 to dedicate time (approximately 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;
- Previous experience of administrative working with at least two of the disciplines of Performance and Cultural Industries;
- 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

You should 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 the following:

1. A statement evidencing how you believe your existing knowledge and experience equips you to carry out the role.
2. A curriculum vitae, detailing your qualifications and experience.

You will also be asked to provide details of three referees - please supply e-mail addresses. Referees will only be approached after an offer is made and only with your consent.

**Interviews are anticipated to take place on Wednesday 19 February 2020.**





## Contact information

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

**Professor Frank Finlay, Executive Dean of the Faculty of Arts, Humanities and Cultures**

Tel: +44 (0)113 343 7295

Email: [f.j.finlay@leeds.ac.uk](mailto:f.j.finlay@leeds.ac.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 8,600 staff of 100 different nationalities and we are in touch with more than 250,000 alumni in over 190 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 School of Performance and Cultural Industries

The [School of Performance and Cultural Industries](#) is concerned with developing new knowledge through the lens of performance and within the context of the cultural industries. The School investigates the creation and realisation of cultural artefacts, movements and events and explores how this activity impacts the lives of artists, audiences and people in the wider world. Through the means of performance the School employs practice-based approaches to develop understanding about creativity and cultural activity, its application and transformative potential.

The staff within the School come from a range of professional, academic and cultural backgrounds, bringing a wealth of knowledge and insight to deliver the range of [undergraduate](#), [postgraduate](#), and research degrees. The School also provides courses designed to support the [personal and professional development](#) of individuals working in the performance and cultural industries.



The [research](#) portfolio of the School is dynamic and flourishing. The School is home to the national Centre for Cultural Value and plays a strategic role in setting the research agenda for the arts, performance and cultural industries both nationally and internationally. There is a strong commitment in the School to interdisciplinarity and collaboration with multiple projects taking place across the University, as well as with universities and industry partners around the world.

The School prides itself on being externally facing and socially engaged with many formal [partnerships](#) established with creative organisations in Leeds and the Yorkshire Region, the UK and across the world. [Stage@leeds](#) contributes to this work by providing a public contemporary performance space, situated at the heart of the University of Leeds campus, dedicated to supporting the work of new and emerging artists.

### **The Faculty of Arts, Humanities and Cultures**

The Faculty of Arts, Humanities and Cultures has one of the broadest portfolios in the arts and humanities, as well as the creative arts and technologies, among the Russell Group of research-intensive universities. The Faculty brings together experts to deliver teaching and research in our nine schools: English, History, Music, Design, Fine Art, History of Art and Cultural Studies, Languages, Cultures and Societies, Performance and Cultural Industries, Media and Communications, Philosophy, Religion and History of Science and a number of institutes. Our research projects range widely by period, geography and theme but are united by their focus on innovation, academic rigour and global reach. In recent years the Faculty has enjoyed considerable support from UK research councils in both ‘responsive’ and ‘challenge-led’ schemes, as well as from other funders such as the Wellcome and Leverhulme Trusts. It is placed consistently in the world top-100 in QS and THE rankings. Via its Cultural Institute the Faculty has built a raft of partnerships with the arts and culture, and creative industries sectors and coordinates the contribution which the University makes to the creative and cultural life of our city and region.

**“Students and researchers in our Faculty benefit from a wealth of opportunities thanks to the strength of our academic expertise and the breadth of disciplines we offer. Together we are able to make a real impact on the world and bring benefits in cultural, economic and societal ways.” – Professor Frank Finlay, Executive Dean.**

For more information on the Faculty of Arts, Humanities and Cultures, and the Schools go to <https://ahc.leeds.ac.uk/>





### **The Faculty in Numbers**

The Faculty employs 1076 staff and has 8,671 students, of which 7065 are undergraduates and 1606 are postgraduate students.

The Faculty's total income is £100 million, of which £6.1 million is research grant income.

### **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.

