



**UNIVERSITY OF LEEDS**

## **CANDIDATE BRIEF**

**Deputy Dean, Faculty of Arts, Humanities and Cultures**



**Salary: Grade 9 to Grade 10 - Competitive salary dependent on experience**

**Reference: AHCFO1032**

**Closing date: 27 March 2020**

**This post is available from 1 August 2020, or as soon as possible thereafter**



## **Deputy Dean Faculty of Arts, Humanities and Cultures**

**Are you an experienced leader, who can demonstrate credibility both academically and managerially? Can you provide strategic vision and leadership to our large and complex Faculty?**

The Faculty of Arts, Humanities and Cultures is looking to appoint a Deputy Dean. You will work closely with the Executive Dean and Pro-Deans to help to provide strategic vision, direction and leadership to enable academic development and continuous improvement.

You will be a decisive but collaborative academic leader with a track record of leadership and management in a relevant context to the arts, humanities and cultures, a proven ability to drive and implement change successfully and an aptitude for collaborative working. You will bring an ability to think strategically and creatively about the improvement and development of the Faculty as well as a passion for world-class research and outstanding education. You will be a team player who is capable of working effectively with a wide range of colleagues at all levels.

You will deputise for the Executive Dean as required, including, where appropriate, at the University Executive Group and its cognate committees.

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

As Deputy Dean of the Faculty, working in partnership with the Executive Dean, Pro-Deans and Heads of Schools, you will:

- Promote and deliver improvement in equality and inclusion, including through internal action and advocacy and engagement with relevant external bodies;
- Contribute actively contribute to the University's strategy and performance through membership of the Leadership Forum, University level committees and groups, with a direct reporting line to the Executive Dean of the Faculty;
- 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;



- Work closely with other faculties and schools to develop synergies that drive the academic vision for the University;
- Act as a role model for the University's expected leadership behaviours, promoting a culture of equality and inclusion, and supporting our sustainability agenda;
- Provide strategic vision, direction and inspirational leadership to enable academic development and continuous improvement;
- 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 the necessary environment to enable this;
- Support the delivery of the international strategy through engagement in building a strong international profile for the Faculty and promoting its reputation;
- Take lead responsibility for the overall performance of the Faculty through its staff and structures, finances, processes and procedures working in collaboration with the main professional services in the University;
- Support the delivery of integrated activities in teaching and learning, business engagement, research and innovation, executive education and regional development, to maximise the Schools' impact upon society;
- Provide leadership and management to Heads of School and Pro-Deans who will be accountable for disseminating and delivering the Faculty's strategy and engaging with colleagues across the University to promote interdisciplinarity in education and research.

This list of duties provides a framework for the role and should not be regarded as definitive. Consistent with the grade of the post, other duties will be required.

## What will you bring to the role?

As a Deputy Dean of the Faculty, you will have:

- Significant experience at a senior leadership level, with a clear vision and the ability to engage others in that vision;
- A breadth of academic expertise to build credibility and influence at all levels, internally and externally;
- An ability to think and plan strategically, articulate priorities and imperatives, and deliver change;



- A highly developed awareness of political and environmental issues with the ability to operate effectively within these different environments;
- Creativity and judgement and the willingness to suggest and try new and creative approaches to problems;
- Highly developed communication skills with great influencing skills, combined with the ability to build and maintain effective and productive working relationships internally and externally;
- Experience of leading effective change management;
- Experience of delivering tangible results at a senior level, effectively managing people, finances and other resources to achieve these;
- Experience of providing and responding to constructive feedback, monitoring and addressing performance and building trust and teamwork;
- A demonstrable commitment to creating an environment for staff and students that is inclusive and promotes equality and supports diversity.

You will report to Professor Andrew Thorpe, Executive Dean Faculty of Arts, Humanities and Cultures.

## Terms of Appointment

As part of our ongoing recognition of, and commitment to, leadership roles at the University of Leeds, senior leadership appointments are made on an ongoing (not termed) basis. These roles require significant focus and will require the post holder to use their judgment as regards the allocation of their time. However, we would ordinarily expect leadership responsibilities in such senior roles to absorb circa 0.8 fte, leaving the remainder of time for the pursuit of your academic activity.

## 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 **supporting statement** evidencing 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 Andrew Thorpe, Executive Dean of the Faculty of Arts, Humanities and Cultures**

Tel: +44 (0)113 343 7295

Email: [a.j.thorpe@leeds.ac.uk](mailto:a.j.thorpe@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 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. It comprises nine schools as well as a number of institutes. The Schools are as follows, and the appointee will be homed in one of them:

- Design
- English
- Fine Art, History of Art and Cultural Studies
- History
- Languages, Cultures and Societies



- Media and Communication
- Music
- Performance and Cultural Industries
- Philosophy, Religion and History of Science

Our research projects range widely by period, geography and theme but are united by their focus on innovation, academic rigour and global reach.

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

### **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.

