



UNIVERSITY OF LEEDS

CANDIDATE BRIEF

Head of the School of Design, Faculty of Arts, Humanities and Cultures



Salary: Grade 9 to Grade 10 - Competitive salary

Reference: 75782

Closing date: 9 April 2020

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

Head of the School of Design Faculty of Arts, Humanities and Cultures

Can you provide the strategic vision and leadership necessary for the School to successfully develop and deliver its 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 Design, 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 Faculty 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 diverse School 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.



What does the role entail?

As Head of School you will be expected to:

University and Faculty Responsibilities

- Contribute actively 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 Deputy Dean, the three Faculty Pro-Deans (for Student Education, Research & Innovation, and International), 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;
- Act as a role model for the University's expected leadership behaviours, promoting a culture of equality and inclusion, and supporting our sustainability agenda.

School Leadership

- Promote and deliver improvement in equality and inclusion, including through internal action and advocacy and engagement with relevant external bodies;
- 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;
- 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.

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 providing academic leadership, in at least two of the disciplines of Design, 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 demonstrable 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 **12.00 noon** (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.



Contact information

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

To apply, please visit:

<https://www.berwickpartners.co.uk/opportunities/assignment/75782/>

If you have any queries or would like more information, please contact:

Alex Albone, Consultant, Education Practice

Berwick Partners

Tel: +44 (0)20 7529 3061

Email: 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 8,600 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 Design

The [School of Design](#) brings together expertise from a range of design, art and technology specialisms within an interdisciplinary environment. With creation and innovation at the heart of both teaching and research, the School aims to develop new design ideas and provide solutions to issues faced in industry and society. The school also supports the practice of contemporary art in a design context to advance creative and academic potential.

There are high-quality facilities with world-class technologies including dedicated practice studios, workshops and PC and Mac computer suites with up to date software for CAD. There are also specialist facilities for painting, printmaking, sculpture and digital media. In addition, the world class Brotherton Library holds a wide variety of manuscript, archive and early printed material in its Special Collections.



The staff within the School include practising art and design professionals with expertise in a wide range of specialisms and substantial experience in industry, and leaders in student education and research.

There are also strong [collaborative links](#) with partners in Leeds, the UK and across the world, which enable the School to fully embrace and lead new concepts and visions which support outstanding teaching and research. The School has a dynamic approach and is constantly seeking new opportunities to work with organisations in the industry.

[Research and innovation](#) is integral and heavily influences teaching activity within the School. Research is being conducted into design, technology and aesthetics, examining the latest trends, developing new products and seeking innovative ways to solve real world problems using advanced technology and design ideas. Close working with industrial partners and governmental organisations helps to ensure that this research has a positive impact for society and culture.

The School offers a variety of courses at both undergraduate and postgraduate level. The portfolio of [Undergraduate courses](#) enable students to specialise in a particular area of practice, whilst providing a strong theoretical grounding in relevant subjects, with a strong focus on employability.

There is also a diverse postgraduate community with students from a range of subject backgrounds. The School's [Masters course](#) provision is centred around the development of knowledge and skills to an advanced level in a specialist area of design. The interdisciplinary nature of our School means that supervision for [research degrees](#), at both Masters and PhD level, can be offered in a wide range of specialisms across the field of design and technology from art and graphic communications to fashion and textiles. Opportunities for students to work closely with industrial partners are also provided.

The School also provides a variety of short courses to support [professional development](#), through the Textiles Training Group, to meet the needs of those working in the textiles and fashion industries.

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:

- 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.

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.

