



UNIVERSITY OF LEEDS

Brief for the position of
**University Librarian and
Keeper of the Brotherton Collection**
University of Leeds

October 2020



ODGERS BERNDTSON

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Welcome Letter

from Tom Ward
Deputy Vice-Chancellor: Student Education



Thank you for your interest in the post of University Librarian and Keeper of the Brotherton Collection at the University of Leeds. This post sits at the heart of the core mission of a University which gives equal weight to education and research. The University Libraries play a central role in our commitment to translate research excellence into cutting edge education, and ensuring that our students are given every opportunity to broaden their intellectual horizons through a wide range of undergraduate programmes, masters and research degrees.

Our aim is to educate the whole student, preparing graduates from diverse backgrounds for success in an increasingly globally connected world. We work in partnership with students to co-create an educational journey that encourages enquiry, discovery, and achievement by bringing together academic excellence and an inspirational learning environment with active support for a wealth of co-curricular opportunities. As independent, flexible critical thinkers, Leeds graduates are ready to face challenges and make a difference as global citizens.

Leeds University Library is one of the major academic research libraries in the UK, and is a powerful resource for researchers and learners from around the world. The expert staff of the Library are active across a wide range of scholarly activities, including the creation and provision of a huge digital and print collection for study and research, the provision of state of the art learning spaces, support for specific skills via the Skills@Library service, the management of open access publishing and research data, and supporting the University community to use digital technology to enhance learning and knowledge creation.

Thank you once again for your interest in Leeds, and I wish you well in your application.

Tom Ward
Deputy Vice-Chancellor: Student Education

October 2020

University Library

Leeds University Library is spread over five locations, and holds nearly three million items, making it one of the largest research libraries in the UK, used by students and academics from around the world.

The Library creates, manages and makes available huge digital and print collections for study and research. We are transforming student study with state-of-the-art learning spaces where knowledge is shared and new skills learnt with our [Skills@Library service](#). We facilitate [open access publishing](#) and [research data management](#) to support and inspire research at all levels.

Our [free, public galleries](#) present our exceptional collections of fine art, artefacts, rare books and manuscripts. The Stanley & Audrey Burton's Gallery offers innovative art [exhibitions](#) from the University Art Collection and the Treasures of the Brotherton Gallery displays the finest rare books, manuscripts, art and archives from our world renowned [Special Collections](#).

There are four libraries on campus, and one at St James' hospital, providing a range of study environments, including flexible group study areas and silent individual study spaces.



Brotherton Library

The Brotherton Library, located in the Grade II listed Parkinson Building, is home to our arts and languages collections, as well as the Special Collections Research Centre, including some of the UK's outstanding rare books and manuscripts.

The architects of the Brotherton Library were Lanchester, Lucas and Lodge, who submitted the winning designs for a new campus as part of the University's Architectural Prize Scheme of 1927. The library was funded entirely by a hugely successful local industrialist and equally far-sighted philanthropist, Lord Brotherton of Wakefield. Sadly, he did not live to see the Brotherton Library's opening in 1936.

Outwardly an unadorned redbrick building, the Brotherton Library was always intended to lie behind an imposing University frontage. This materialised in the form of the Parkinson Building, which opened in 1951.

The Brotherton's round, domed reading room was deliberately modelled on that of the British Museum, but, with Yorkshire bravura, a slightly increased diameter ensured that it was larger than the southern original.

Above the reading room entrance, carved in oak, sits the University's coat of arms. It features a book inscribed with the University's motto: "et augebitur scientia" – "and knowledge will be increased".

Edward Boyle Library

The Edward Boyle Library is the largest of our libraries with 2,000 study spaces and contains the research collections for science, engineering and social sciences, and the level 13 [Research Hub](#) for staff and postgraduates.

With the rapid expansion in higher education after the Second World War, student numbers at Leeds grew enormously. As a result, the University appointed the architects Chamberlin, Powell and Bon in 1959 to develop a buildings strategy for an extensive teaching precinct.

Part of this plan was the Edward Boyle Library (then the South Library), opened by the former Prime Minister Harold Macmillan in 1975. It was designed to act as the University's undergraduate library, offering students core course materials and new teaching spaces.

In response to the growing number of students who continued to flock to Leeds, the Edward Boyle Library Learning Centre was opened in 1997. It includes teaching rooms and a large conference room.

In 2010 the Library celebrated the Edward Boyle building receiving Grade II Listed status.

The Edward Boyle Library received a multimillion pound refurbishment in 2016. It now provides more study spaces than ever before. The interior design reflects the Brutalist and distinctive exterior design and shape of the Chamberlin, Powell and Bon buildings.



Health Sciences Library

The Health Sciences Library, situated in the Worsley Building, close to the School of Medicine and Leeds General Infirmary, contains the Library's main medical and health-related collections.

In 1977 the new Medical and Dental Building, including the Health Sciences Library, was unveiled. The medical library began as the Leeds Infirmary Library, which was established in 1786 by surgeon William Hey. In 1865 this library was given to the Leeds School of Medicine, later becoming part of the university. Over time, the expansion of the Medical and Dental Library meant that it moved to its current modern premises at the Worsley Building.

Laidlaw Library

The Laidlaw Library, opened in 2015, is the library dedicated to undergraduates. It contains Core Texts and the High Demand Collection, and the [Skills Zone](#), home to the [Skills@Library service](#). The project was largely funded by the generosity of Lord Laidlaw, and the striking building provides almost a thousand seats. It sits on the main University frontage and includes multiple facilities for group work, bookable spaces, on-site academic skills support, and conveniently located cafe facilities.

St James' University Hospital Library

Based in the Clinical Sciences building, St James' University Hospital Library supports the information needs of University research and teaching staff, medical and healthcare students, and employees of the Leeds Teaching Hospitals Trust.

Step [inside some of our libraries](#) with some 360 degrees photography of key areas.

Galleries

[Leeds University Library Galleries](#) present exceptional collections of fine art, artefacts, rare books and manuscripts. The Stanley & Audrey Burton Gallery offers innovative art [exhibitions](#) from the University Art Collection and the Treasures of the Brotherton Gallery displays the finest rare books, manuscripts, art and archives from our world renowned [Special Collections](#). Both galleries are in the Parkinson Building and are open to the public.

<https://library.leeds.ac.uk/info/1900/galleries>

Special Collections

Leeds University Library's Special Collections is the home of hundreds of thousands of rare books, manuscripts, archives and art. The collections offer a rich resource for staff, students, and the wider research community.

<https://library.leeds.ac.uk/special-collections/collection/>



Facts and Figures

FACTS & FIGURES

- Over 60 workshops and 800 hours of in-curriculum teaching every year, helping over 27,000 students improve their study and research skills.
- Five designated collections deemed internationally important - more than any other UK library.
- Two free public galleries hosting over 70 events every year, attracting 20,000 visitors and widening access to our unique collections.
- White Rose Research open access repositories for papers, theses and data ingest over 2,000 items annually, making Leeds research more visible.
- Five libraries housing nearly 3 million items.
- Over 2.5 million visits every year.
- 185,000 enquiries answered by customer services each year.
- Three staff awarded University Student Education Fellowships in the last five years.

Core Values

LIBRARY CORE VALUES

The Library core values govern the way we work, our approach to customers and to each other. We believe in:

- Engagement and collaboration
- Customer-focus
- Innovation and improvement
- Valuing each other
- Being part of a wider community

https://library.leeds.ac.uk/info/1605/strategy_and_policies/187/core_values

About the University

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 education and research.

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

It is an exciting time to join the University as Professor Simone Buitendijk became the new Vice-Chancellor from September 2020, following Sir Alan Langlands' successful tenure, and a new institutional strategy will be launched this autumn.

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 truly a community, with more than 38,000 students from 170 different countries, over 9,000 staff of 100 different nationalities and we are in touch with more than 281,000 alumni in 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

- The University received a score of 85% in the 2020 National Student Survey's core teaching category, positioning Leeds as joint fourth in the Russell Group of research-intensive universities.
- Leeds is ranked in the top 100 universities in the QS World University Rankings 2021.
- We were The Times and The Sunday Times' University of the Year in 2017 and are currently ranked 15th in its Good University Guide 2021.
- The latest High Fliers report, The Graduate Market in 2020, has ranked Leeds in the top 10 most targeted universities in the UK by graduate recruiters.
- We contribute £1.3 billion every year to the UK economy and students add close to £200m of international revenue into the City Region each year.



UNIVERSITY CORE 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).

Student Education

The University offers a world class student experience and has a sector leading partnership with Leeds University Union and the wider student body.

At Leeds, we provide a research-based education that emphasises the development of independent, critical thinkers. We also recognise that we need to continue to match the expectations of a hugely diverse student population and community of learners, hence our ongoing investment in digital technology and cutting-edge facilities.

The University is committed to widening participation, spotting talent early, and boosting the aspirations, attainment and achievement of young people from challenging backgrounds. Nearly 1,000 have progressed to undergraduate study via our Access to Leeds programme in the session 2019/20.



“...students take charge of their experiences with academic and co-curricular opportunities that enhance their learning while preparing them for the world beyond the University”

HEFCE TEF Statement

Research

Research is at the heart of university life. We aim to be an outstanding research university, securely placed in the UK's top ten and achieving significant increases in research quality, income and impact, building on existing research strengths and our commitment to interdisciplinary working.

Excellent research takes place in every part of our campus; the breadth of subjects studied, the possibilities for interdisciplinary working and the quality and impact of our research are all contributing to the needs of the wider economy and society. Our active involvement in the main national institutes, an outstanding track record of success in the global challenge research fund, the industrial strategy and nationally funded doctoral training centres, all result from our own investment in technology and talent and a strong University-wide commitment to interdisciplinarity. Our growth of capacity and capability has led to the development of the Leeds Institute of Data Analytics enabling us to lead on urban analytics for The Alan Turing Institute, and our investment in the Bragg Centre for Materials Research has consolidated our strong position in The Henry Royce Institute on the themes of Atoms to Devices. Beyond this, we have supported and developed particular strengths in other high profile areas including our Priestley International Centre for Climate, which brings together world-leading expertise in all the key strands of climate research; the Astbury Centre for Structural Molecular Biology, which brings together researchers from across disciplines to understand the molecular basis of life; and our Cultural Institute, which supports pioneering research collaborations with creative sector partners, widens cultural engagement and participation and helps build the skills of our students.

Our efforts have led to notable successes in the Global Challenges Research Fund and the Newton Fund, with more than £45 million of awards in the period 2014 to 2019, supporting 170 projects in 40 countries, we ranked third in the UK for the value of awards (and joint second for the number of awards). We are well positioned well for a future in which research funding opportunities are increasingly focused through these funds; the main national research institutes; the Industrial Strategy Challenge Fund; and Doctoral Funding and Fellowships. However, we recognise that we need to build on our considerable progress in recent years to improve our research standing still further if we are to enhance the overall competitiveness of the University in the medium and long term.

HIGHLIGHTS

Our research highlights include:

- A total of £196 million in new research awards in 2018/19, an increase of 48% since 2013/14.
- We are joint third among universities in the UK for the value of awards from the Global Challenges Research Fund (GCRF) and the Industrial Strategy Challenge Fund. We have received more than £45 million from more than 70 awards in over 40 countries.
- Taking the lead for the Alan Turing, Rosalind Franklin and Henry Royce Institutes on urban analytics, next generation chemistry, and atoms and devices, respectively.
- A range of flagship partnerships, including with the Met Office on atmospheric science and climate impacts and National Institute.
- We have been ranked (2017/18) in the top 10 of UK universities receiving research council funding, with a leading position with the National Environment Research Council and the Arts and Humanities Research Council.
- The University was rated 3rd in the UK and 11th in the world for addressing the UN sustainable development goals (2019) by the THE University Impact Awards.
- Two more of our professors were elected as Fellows of the Royal Society this year.



Enterprise and Innovation

Leeds has an integrated approach to enterprise which promotes creativity, innovation and impact in the University and across the City Region.

Central to this is our new Nexus innovation centre which, in addition to providing businesses with a route into our world leading research expertise, also provides incubation facilities and professional support for students, graduates and staff. This £40 million development opened in May 2019, and has led to many new research and education collaborations with businesses and over £11 million joint funding bids with Nexus tenants.

The University provides dedicated modules, industry-facing programmes, specialist support and mentoring opportunities to enable student innovation to flourish. Nexus houses SPARK,

that provides start-up support for current students and recent graduates to start their own business. Our academics work with external organisations to harness our research, nurture new ideas and deliver social and economic impact.

- We have a track record in transforming our academic research into commercial impact, and since 1995 we have created more than 100 spin-out companies.
- Currently, our spin-outs employ more than 1,000 people, with six listed on the Alternative Investment Market (AIM).

International

Leeds is a truly global university. We contribute most effectively to sharing knowledge, innovation and education worldwide by building productive, mutually-beneficial relationships with researchers, universities and other organisations in key countries. Doing so continues to help us create opportunities to widen horizons and bring new perspectives to education, and to generate opportunities for academic staff and students at all levels to collaborate on new frontiers of research.

We have made significant progress in recent years towards achieving our ambitious international objectives, evidenced by the fact the University has risen rapidly to be one of the top 40 most international universities in the world in the 2019 Times Higher Education (THE) World University Rankings. We have a Joint School of Engineering with Southwest Jiao Tong University in Chengdu, with 1,200 high attaining students.



Investments in People and Facilities

World-leading education and research requires world-leading people and facilities. In recent years we have invested substantially in both.

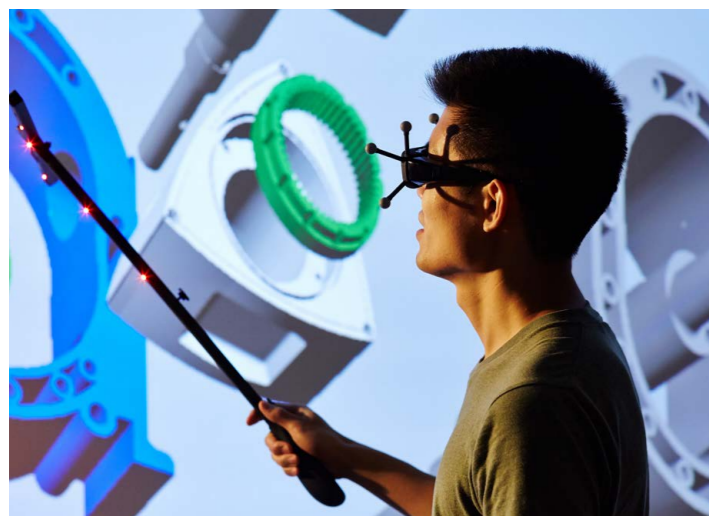
We have made very significant investments in our people, including £43 million so far to recruit 183 world-class academics and leaders of the future; and a £9 million investment in top performing researchers; an £18 million investment in PhDs since 2015/16, with a further £12 million in the pipeline, bringing the total number to 3,400 by 2023/24.

We also host a significant number of doctoral training centres, a dedicated Doctoral College which creates a sense of community and shared endeavour amongst our sizeable postgraduate community. Alongside this we have invested in our systems and people to underpin and support the highly valued and essential work of our professional services and support colleagues. Our £40 million Nexus Innovation Centre which connects business with research expertise is now fully open.

The University has undertaken an ambitious £520 million capital investment programme to further strengthen our position as a leading UK university which included £24m for the new Laidlaw Library and £25m investment in the Edward Boyle Library, which together have increased the number of study spaces to c.4,500 seats. Developments also include a £98 million integrated site for engineering and physical sciences that will house our cutting-edge Bragg Centre for Materials Research; the development of a new technology park to accommodate an Institute of High-Speed Rail and Systems Integration and Centre for Innovation and Materials; and a major investment to provide state-of-the-art Business School teaching facilities.

Further details are available here:

<https://estates.leeds.ac.uk/campus-developments/>



Further information on the University

Further information on the University, including the Annual Review 2017-2018 and the Strategic Plan 2015-2020, can be found here: www.leeds.ac.uk/forstaff/info/125139/policies_and_key_documents/1853/policies_and_key_documents.

Please note, the University of Leeds is currently underway with the next iteration of the strategic plan that outlines the vision to be a world-leading University that has strong local roots and is truly international in character and outlook. This will be achieved through education and research that is pedagogically and scientifically progressive, culturally and socially inclusive, globally connected and sustainable.

In our next phase, we will enhance our position as a world-leading research-intensive University, and deliver high-quality research of national and global distinction and impact across four themes:

- Increase our reputation for high-quality inter-disciplinary research based on our disciplinary strengths.
- Foster a University without walls to support interdisciplinary working and external partnerships.
- Enhance research income and impact generation through business partnerships.
- Support research staff to help them achieve their potential across their career.



The Role

The University Librarian and Keeper of the Brotherton Collection will be a person with strategic flair and vision: responding imaginatively to the changing external environment in order to ensure the continued development of the collections and delivery of world-class library services to staff, students and the wider academic community.

This appointment is being made following the retirement of the current incumbent, Dr Stella Butler. The new Librarian will report to the Deputy Vice-Chancellor for Student Education, Professor Thomas Ward. They will be responsible for all aspects of the strategic planning, management and development of the University Library, including the University Archive and the Gallery.

The University is keen to exploit the Library's strengths and further develop its distinctive identity, positioning Leeds at the forefront of academic libraries nationally and internationally. The Librarian and Keeper of the Brotherton Collection will have responsibility for:

- Working in partnership with the University's senior executive team to develop, review and implement the Library's long-term strategy, in order to enable the University to deliver its overall strategic goals as a world-leading, research-intensive University, which is committed to providing the highest level of education to our students.
- Providing strategic leadership and direction to the Library's Leadership Team, supporting them to deliver effective outcomes via a coaching approach.
- Leading change processes within the Library, ensuring effective consultation with all stakeholders.
- Managing the library budget, developing the Library's financial model to ensure sustainability within an ever-changing external environment, and implementing income generating activities.

- Leading a staff group of approximately 300 people, making and implementing strategic decisions about the evolving staffing need, and ensuring effective staff on-boarding, development and performance management processes are in place and being implemented effectively by the Library's leadership and management teams.
- Working in partnership with senior internal and external stakeholders to enhance our approaches to Library service delivery, ensuring this is user-focussed.
- Realising the full research potential of the Library's collections by building effective working relationships with academic colleagues.
- Responding to an increasing need to provide on-line services and resources, monitoring, reviewing and embedding new technologies to support personalised study and scholarship, in close collaboration with IT.
- Developing and monitoring new resource discovery methods to locate and access the highest quality information reliably and quickly.
- Playing a leadership role in the broader library community, leading and monitoring developments in the field.
- Forming and growing strategic partnerships and collaborations with external organisations and peer libraries internationally.
- Proactively enhancing the University's international reputation by promoting the Library as a flagship asset.
- Developing innovative solutions to space pressures, exploiting the Library's physical estate to its full potential.

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 significance of the post.

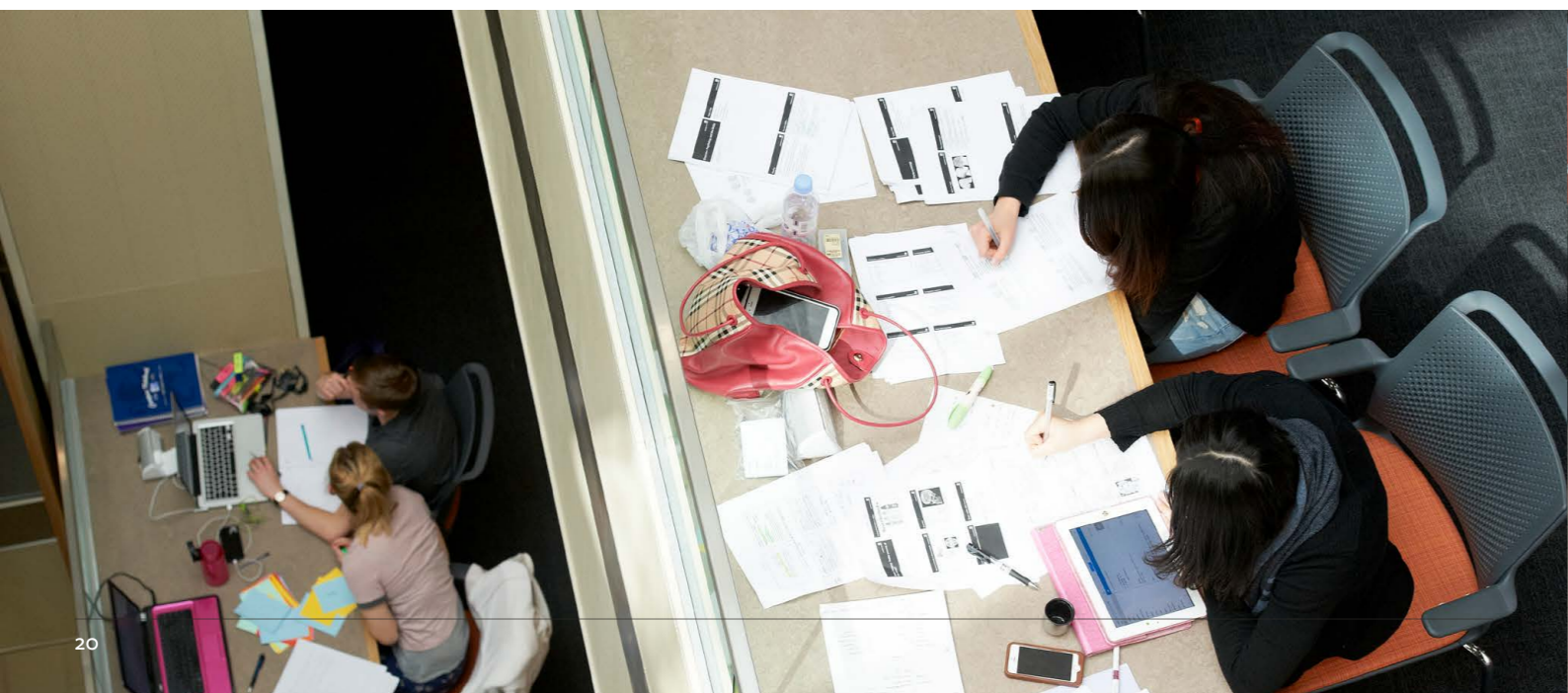
The Person

As a Librarian you will have:

- A librarianship or information management qualification to at least undergraduate level.
- Chartership or Fellowship with CILIP (Chartered Institute of Library and Information Professionals) (or equivalent).
- Proven recognition as a leader in the field, for example as evidenced by requests to sit on advisory boards, work in a consultative capacity or speak at conferences.
- Significant senior leadership experience within a large, complex and diverse library or information department, with experience of providing an information service across a diverse range of disciplines.
- The proven ability to develop and implement a high-level strategic vision effectively, including the ability to consult with staff and gain buy-in for strategic change initiatives.
- Experience of responding effectively to the current challenges and opportunities faced in the area of library and information provision, informed by leading edge developments in the field and best practice, and a user-centred and value-based approach to defining multi-faceted problems and designing joined-up solutions.
- An excellent understanding of the Higher Education sector, including the scale, range and complexity of a Higher Education establishment such as the University of Leeds, and the current challenges and opportunities such establishments face.
- Evidence of an effective approach to leadership, management and coaching.



- Excellent interpersonal and influencing skills and political astuteness, with the proven ability to communicate complex ideas appropriately for the audience, gain support for a vision and strategy at all levels, build and maintain a network of diverse senior stakeholders, and influence key stakeholders within and external to the organisation.
- Experience of having created and implemented a multi-million budget effectively, with experience of implementing income generating activities.
- Proven excellent organisational and project management skills.
- An excellent understanding of the development of scholarly resources, including unique collections.
- Personal integrity, enthusiasm and resilience, with the proven ability to lead by example and to engage with continuing professional leadership development.



How to Apply

The University of Leeds has engaged the services of Odgers Berndtson to whom applications should be sent by the closing date of **Friday 30th October 2020**.

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 in a separate document your current salary details and the names and addresses of three referees. Referees will not be approached until the final stages and not without prior permission from candidates.

The preferred method of application is online at www.odgers.com/80644

If you are unable to apply online please email your application to 80644@odgersberndtson.com

All applications will receive an automated response.

All candidates are also requested to complete an online Equal Opportunities Monitoring Form which will be found at the end of the application process. This will assist the University in monitoring selection decisions to assess whether equality of opportunity is being achieved. Any information collated from the Equal Opportunities Monitoring forms will not be used as part of the selection process and will be treated as strictly confidential.

In line with GDPR, we ask that you do NOT send us any information that can identify children or any of your Sensitive Personal Data (racial or ethnic origin, political opinions, religious beliefs, trade union membership, data concerning health or sex life and sexual orientation, genetic and/or biometric data) in your CV and application documentation.

Following this notice, any inclusion of your Sensitive Personal Data will be understood by us as your express consent to process this information going forward. Please also remember to not mention anyone's information or details (e.g. referees) who have not previously agreed to their inclusion.

Recruitment Timetable

Closing date for applications	Friday 30th October
Final panel interviews	w/c 14th December

Please diarise these dates accordingly.

Queries

For confidential enquiries:

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