CANDIDATE BRIEF

Head of the School of Civil Engineering
Faculty of Engineering and Physical Sciences

Competitive salary at Grade 9 or Grade 10
Reference: EPSCV1023
Closing date: 9 December 2020

This post is available from 1 April 2021, or as soon as possible thereafter.
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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 Civil Engineering, 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 Engineering and Physical Sciences 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, with demonstrable evidence to provide leadership in both, 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 Executive Dean, the 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 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 a School of Civil Engineering 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 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 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.
Informal consultation

For School level consultation to find out more about the role and the School, please contact either:
Dr Andrew Sleigh, Director of Student Education (p.a.sleigh@leeds.ac.uk) or
Dr Miller Camargo-Valero, Director of Research and Innovation (m.a.camargo-valero@leeds.ac.uk).

For Faculty level consultation, please contact:
Professor Nora de Leeuw, Executive Dean of the Faculty of Engineering and Physical Sciences (n.h.deleeuw@leeds.ac.uk).

Additional information

School and Faculty Information

The School of Civil Engineering is globally renowned for its teaching, research and engagement with industry and government. We are one of the largest and longest established Civil Engineering schools in the UK with just over 650 students from nearly 60 countries studying with us. The School has very strong links with industry, which benefits both its research and taught courses. Our overall mission is to be an internationally leading School of Civil Engineering that:

- creates, advances and disseminates knowledge in a global context;
- develops outstanding graduates and scholars for current and future global challenges; and
- makes an impact on global society.

We have a balanced cohort of students overall. The ratio of UG to PGT has been closing in recent years and we now have an approximate 2:1 ratio of UG to PGT students studying in our School in Leeds. Over recent years, we have increased our number of international students, particularly in our postgraduate taught programmes.

We have seven core UG programmes, five in civil engineering (Civil Engineering, Civil and Structural Engineering, Civil and Environmental Engineering, Civil Engineering with Project Management, Civil Engineering with Transport) and two in architecture (Architectural Engineering and Architecture). Our UG programmes are offered as accredited four-year integrated MEng or three year BEng degree courses. All UG
programmes have options for an international year or a year in industry, apart from Architecture which does not have an international variant. The School also delivers an BEng degree programme in Civil Engineering with Transport in our China-based joint School with South West Jiaotong University in Chengdu, China, with up to 320 students across the four years of the programme, including a Foundation year.

The School has nine MSc programmes, offering specialisation in almost all key fields of civil engineering. These include three recently started programmes in Railway Engineering with Project Management, Geotechnical Engineering and Transport Infrastructure: Design and Construction. Our programmes also include the Advanced Concrete Technology (ACT) distance learning MSc. All are accredited MSc courses, or on a pathway to accreditation.

In terms of gender balance we have a male:female split of ~3:1 (home) and 7:3 (overseas), which is similar at UG and PGT levels. The international students on the UG and PGT programmes come from a broad range of areas: UG: 12% China, 12% Hong Kong, 12% Kuwait, 6% Canada, 6% Malaysia, 6% Oman and 6% UAE; PGT: 48% China, 9% India, 3% Kuwait, 3% Nigeria. International students come from 58 countries in total, as per the admission figures for 2019-20.

Students on our programmes come from a broad range of backgrounds and ethnicities (POLAR 4, 8 students, 3.6% in 19/20 intake, and 67 BAME students in the 19/20 intake, 30%, above the Faculty average of approx. 22%). At UG we recruit students with BTEC qualifications, which is a qualification more likely to be held by students from low participation neighbourhoods (i.e. POLAR 4). We also recruit via the Access to Leeds scheme – 14 students (6.2%) in 19/20. The number of students disclosing as being disabled is 7% in 2019/20.

A major goal of the School of Civil Engineering is to achieve excellence in research and all staff on research and teaching contracts are committed to this aim through their contribution to publication, grant income, research impact, postgraduate training and scholarship.

The School is organised into three research groups with all staff affiliated to at least one of the following groups:

- Cities, Energy and Infrastructure;
- Materials and Structures; and
- Water, Public Health and Environmental Engineering;
The School leads and actively contributes to the University’s multidisciplinary research themes Water@Leeds, Cities, and Centre for Global Development. In addition, we recently established the Neville Centre of Excellence in Cement and Concrete Engineering, Centre for Infrastructure Materials (CIM) and Institute for High Speed Railway and Systems Integration (IHSRSI). Both CIM and IHSRSI are part of the University’s new initiative on the Leeds Infrastructure Innovation Park (LIIP).

Highlights include:
- 92% of final year students in Civil Engineering reported through the 2020 National Student Survey that they are satisfied with the quality of their course, placing us third in the Russell Group for Civil Engineering. This figure was 97% for Architecture, placing us first in the Russell Group.
- The results of the Research Excellence Framework (REF) 2014 ranked us in second place for research power and 85% of our research is rated “world-leading or internationally excellent”.
- The School is ranked No. 3 in the UK by Guardian League Table and number 45 by the QS world rankings in 2020.
- The School has an annual turnover of £16 million, with two-third of income from student fees and one-third from research grants and consultancy.

The Faculty of Engineering and Physical Sciences is a new Faculty which was established on 1 August 2019, integrating the former Faculties of Engineering and Mathematics and Physical Sciences to build on existing strengths. It has expertise across a wide range of disciplines and staff who deliver outstanding student education and research within the following eight Schools:

- Chemistry;
- Chemical and Process Engineering;
- Civil Engineering;
- Computing;
- Electronic and Electrical Engineering;
- Mathematics;
- Mechanical Engineering; and
- Physics and Astronomy.

The new Faculty provides the context in which to promote our academic excellence and to offer a compelling narrative to all stakeholders, including students and potential
students, potential research partners, research councils and other research funders. In recent years, there has been increasingly close collaboration between the two existing Faculties, including in doctoral training through the EPSRC Centres for Doctoral Training in Fluid Dynamics, Soft Matter and Functional Interfaces, Complex Particulate Produces and Processes and, Bioenergy. Both Faculties have important external academic links with national research institutes such as the Alan Turing, Rosalind Franklin and Henry Royce institutes and each has industrial partners in common.

The integration provides significant opportunity to grow further our interdisciplinary research and education across the Faculty and beyond. In education, there will be greater scope for complementarity in programmes, which are interdisciplinary in nature with opportunities to refresh the curriculum with a greater emphasis on discovery and employability. In research, it is anticipated that there will be increased success with funding organisations, such as EPSRC, and better interaction with the Industrial Challenge Strategy and Global Challenges Research funds.

The Faculty in Numbers
The Faculty employs over circa 1,100 staff and has 6,900 students, of which 4,800 are on undergraduate programmes and 2,100 are postgraduate students. The Faculty’s total income is circa £150 million, of which £42 million is research income.

Student Education
The Schools within the Faculty have an excellent track record of recruiting outstanding students, delivering an excellent student experience and supporting our graduates to achieve the best possible outcomes, both at Leeds and beyond. This is reflected in our consistently strong National Student Survey (NSS) performance and high national ranking in student education tables with five Schools in the top ten in the 2019 Guardian subject league tables.

Research and Innovation
In the 2014 Research Excellence Framework (REF), the impact of research carried out in all schools within the Faculty of Mathematics and Physical Sciences and the Faculty of Engineering was rated as either ‘world-leading’ or ‘internationally excellent’. The Faculty is well-prepared for its submissions to REF 2021.
Each School within the Faculty has a clear research strategy that focuses on maintaining and growing well-defined areas of core research excellence, many of which underpin our multidisciplinary research investments.

**Capital Developments**
The University is undergoing a significant capital programme, with major projects relating to the Faculty of Engineering and Physical Sciences. These include the development of the £98 million investment in the Sir William Henry Bragg Building, an integrated space for Engineering and Physical Sciences which will provide greater opportunities for researchers to collaborate across disciplines, and the new Institute for High Speed Rail and System Integration, which will form part of a new off campus facility – the Leeds Infrastructure Innovation Park (LIIP).

**Sir William Henry Bragg Building**
The Sir William Henry Bragg Building will provide a space to physically bring together the schools across the newly created Faculty of Engineering and Physical Sciences. It will help foster a culture of interdisciplinary working in the development of novel materials to address a range of 21st Century challenges in many areas, including energy-efficient computing, telecommunications, sustainable magnetic materials, sensors for use in biological systems and extreme or remote environments, pharmaceutical formulations, ‘smart foods’ and medical technologies.

The Facility will include first-class laboratory and specialised teaching spaces, enabling cutting-edge research and outstanding student experience, whilst enhancing the University’s research power and strengthening collaboration with industry.

The space will also incorporate the Bragg Centre for Materials Research, establishing a world-leading centre to accelerate the impact of interdisciplinary materials research on society.

**Placing Leeds on the world stage for high speed rail research**
The University is investing £13 million in developing the UK’s first dedicated centre for high speed rail technologies and system integration, with substantial additional funding from the West Yorkshire Combined Authority and industry partners. Offering a ‘complete system’ approach to high speed rail engineering, it will give the UK an unrivalled centre of excellence for planning, design, construction and manufacturing. The Institute for High Speed Rail and System Integration will include a high speed railway infrastructure and vehicle system test facility. From foundations and track to
traction systems, braking, energy harvesting, sensor technology and digital systems, the Institute aims to optimise the efficiency, performance and safety of high speed rail.

Equality and Inclusion
As part of our continued commitment to equality and inclusion, we strive to create an environment where everyone can reach their full potential and have a real opportunity to participate in and contribute to our activities.

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.