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| Last updated: | <date> |

**JOB DESCRIPTION**

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| Post title: | **Professor** | | |
| Standard Occupation Code: (UKVI SOC CODE) | 2311 – Higher education teaching professional | | |
| School/Department: | School of Biological Sciences | | |
| Faculty: | Faculty of Environmental and Life Sciences | | |
| Career Pathway: | Education, Research and Enterprise (ERE) | Level: | 7 |
| \*ERE category: | Balanced Portfolio | | |
| Posts responsible to: | Head of School | | |
| Posts responsible for: | Academic staff and postgraduate students within own research programme and line management group | | |
| Post base: | Office-based/Non Office-based (see job hazard analysis) | | |

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| Job purpose |
| To conduct a successful research programme in the field of microbial systems which complements and augments the School’s and broader University's existing research strengths, and to generate and efficiently administer a significant portfolio of external funding for research;  To supervise staff and postgraduate research students within that programme and more broadly in the areas of microbiology in the School and Faculty;  To participate in the development and delivery of undergraduate and postgraduate education programmes;  To contribute as required to administration and management.  To demonstrate a significant national and/or international reputation for leadership and innovation in research and research-led education, characterised by a sustained and continuing track record of academic excellence and be recognised as an eminent leader in microbial research.  To provide effective academic leadership within the University, undertaking management, research and educational activities. To make judgements at a strategic level and to contribute to the development of the University’s external profile in the UK and internationally. |

| Key accountabilities/primary responsibilities | | % Time |
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|  | Research and Enterprise:   * To contribute to, and to further enhance, the standing of the University nationally and internationally in the field of microbial research * To engage with, and enhance the portfolio of, the National Biofilms Innovation Centre * To provide leadership for the development of the School and University research strategy in micriobial systems working with other senior colleagues as appropriate * To develop and sustain an innovative research programme in microbial systems, in an area aligned with the research strategy of the School of Biological Sciences and more broadly with the University's life sciences agenda. * To obtain external long-term funding through the submission of internationally-competitive research applications in order to sustain a significant research programme. To manage projects and research budgets efficiently in line with University and funding body regulations and agreed timelines. To provide accurate and timely formal reports to sponsors. * To publish research results in quality peer-reviewed journals and to disseminate research findings through national and international learned conferences. * To contribute to the overall activity of the research community by attendance at, and presentations to, internal seminar programmes and workshops, and to host visiting speakers. * To establish productive collaborations with researchers within and outside the School and University to enhance research profile and encourage interdisciplinary projects. * To develop links with industry and seek commercially-funded collaborative research; to exploit research through direct commercialisation and contract work as appropriate. * To promote individual and corporate research reputation by involvement in external bodies that determine research funding and set research agenda (membership of national science committees, conference speaker invitations, editorial boards). * To recruit and supervise research staff and postgraduate students.   As academic supervisor to be responsible for adherence of staff and students to School, University and statutory health and safety policies and regulations. To ensure observance of good laboratory practice, including the completion of accurate records of experimental data in accordance with the Research Conduct and Academic Integrity guidance of the School. | 50 % |
|  | Education:   * To contribute to undergraduate and postgraduate teaching programmes and assessment and development of the undergraduate curriculum (including lectures, tutorials, practicals, supervisions and fieldwork according to the area of subject specialism). * To provide academic leadership in education as appropriate   To undertake postgraduate supervision and training. | 30 % |
|  | Service to the Centre:   * To participate actively in administration and management as requested by the Head of School and to provide leadership where appropriate. To be a member of relevant governance bodies (e.g. Exams Board). * To provide leadership for research and research-led education * To enhance the portfolio of University enterprise and engagement * To promote the image and reputation of the University, the School and Faculty and to participate in student recruitment, outreach and enterprise activities.   To act as a mentor and line manager as appropriate.  Any other duties as allocated by the line manager following consultation with the post holder. | 20 % |

| Internal and external relationships |
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| Member of the School Examination Board and of such School committees relevant to their administrative duties.  The post holder will take a leading role in the setting of strategic objectives for the research theme of which they are a member.  The post holder will develop relationships more broadly in the University relevant to their research field and extend the School networks.  The post holder will engage with the National Biofilms Innovation Centre.  Teaching and administrative duties will be allocated by the Head of School, within the context of the teaching programmes agreed by the School Learning and Teaching Committee. |

| Special Requirements |
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**PERSON SPECIFICATION**

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| Criteria | Essential | Desirable | How to be assessed |
| Qualifications, knowledge and experience | PhD or equivalent professional qualifications in any area related to biological sciences  Research experience and evidence of significant achievement in any aspect of microbiology, and in areas that are related to the School’s research strategy (through published papers, positions of responsibility, invited lectures, etc.)  Knowledge and skills to support research in the discipline areas  Experience in appropriate technologies and skills for a research programme that is consistent with the School’s research strategy  Ability to obtain peer-reviewed funding in their research area  Ability to obtain peer-reviewed funding in their research area relevant to the BBSRC remit  Able to supervise postgraduate students  Enthusiasm for and proven competency at undergraduate teaching | Experience in developing and delivering teaching programmes associated with the degree programmes offered by the School  Teaching qualification (PCAP or equivalent)  Experience of some aspects of Higher Education institution administration  Evidence of collaborative research with related disciplines in life sciences, physical sciences and engineering  Evidence of successful achievements in research enterprise | Qualifications, Quality of Application, CV, Record of outputs, Track record, Interview, References |
| Planning and organising | Proven ability to champion and oversee key contributions to faculty and/or University research, education and enterprise strategies.  Proven ability to lead research activities, grants and/or contracts of national and international importance.  Proven ability to lead the development of education strategies in the faculty through ongoing leadership in the dissemination of knowledge and/or curriculum development. | Past evidence of achievement in planning and organising own research and teaching programme | Application, CV, interview, references |
| Problem solving and initiative | Proven ability to implement successful change management initiatives and formulate strategic plans that reflect and support the priority needs of the faculty and University. |  | Application, Past evidence, Interview, References |
| Management and teamwork | Proven ability to oversee people and resource management processes in order to deliver key education, research and enterprise activities.  Proven ability to make a sustained contribution to academic leadership at discipline, School/Department and faculty level.  Proven ability to demonstrate leadership abilities in Higher Education and to raise performance standards through own work areas.  Proven ability to recognise and deal with obstacles and difficulties so that the team can deliver. |  | CV, interview, references |
| Communicating and influencing | Proven ability to establish and build major relationships with stakeholders.  Proven ability to act as the main figurehead for key activities, developing important national and international contacts.  Able to contribute to the development of the University’s profile in the UK and internationally.  Proven ability to use influence to develop positions or strategies. |  | Application, CV, track record, interview, references |
| Other skills and behaviours | Compliance with relevant Health & Safety issues  Positive attitude to colleagues and students |  | Interview |
| Special requirements | To be willing to attend national and international conferences to disseminate research results, foster collaborations and enhance the reputation of the School and University.  To undertake continuing personal and career development, including completion of Postgraduate Certificate in Academic Practice, probation procedures and performance review, as appropriate. |  | Past record, interview |

**JOB HAZARD ANALYSIS**

**Is this an office-based post?**

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| Yes | If this post is an office-based job with routine office hazards (eg: use of VDU), no further information needs to be supplied. Do not complete the section below. |
| No | If this post is not office-based or has some hazards other than routine office (eg: more than use of VDU) please complete the analysis below.  Hiring managers are asked to complete this section as accurately as possible to ensure the safety of the post-holder. |

## - HR will send a full PEHQ to all applicants for this position. Please note, if full health clearance is required for a role, this will apply to all individuals, including existing members of staff.

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| **ENVIRONMENTAL EXPOSURES** | **Occasionally**  (<30% of time) | **Frequently**  (30-60% of time) | **Constantly**  (> 60% of time) |
| Outside work |  |  |  |
| Extremes of temperature (eg: fridge/ furnace) |  |  |  |
| ## Potential for exposure to body fluids |  |  |  |
| ## Noise (greater than 80 dba - 8 hrs twa) |  |  |  |
| ## Exposure to hazardous substances (eg: solvents, liquids, dust, fumes, biohazards). Specify below: |  |  |  |
| Frequent hand washing |  |  |  |
| Ionising radiation |  |  |  |
| **EQUIPMENT/TOOLS/MACHINES USED** | | | |
| ## Food handling |  |  |  |
| ## Driving university vehicles(eg: car/van/LGV/PCV) |  |  |  |
| ## Use of latex gloves (prohibited unless specific clinical necessity) |  |  |  |
| ## Vibrating tools (eg: strimmers, hammer drill, lawnmowers) |  |  |  |
| **PHYSICAL ABILITIES** | | | |
| Load manual handling |  |  |  |
| Repetitive crouching/kneeling/stooping |  |  |  |
| Repetitive pulling/pushing |  |  |  |
| Repetitive lifting |  |  |  |
| Standing for prolonged periods |  |  |  |
| Repetitive climbing (ie: steps, stools, ladders, stairs) |  |  |  |
| Fine motor grips (eg: pipetting) |  |  |  |
| Gross motor grips |  |  |  |
| Repetitive reaching below shoulder height |  |  |  |
| Repetitive reaching at shoulder height |  |  |  |
| Repetitive reaching above shoulder height |  |  |  |
| **PSYCHOSOCIAL ISSUES** | | | |
| Face to face contact with public | Yes |  |  |
| Lone working | Yes |  |  |
| ## Shift work/night work/on call duties |  |  |  |