|  |  |
| --- | --- |
| Last updated: | March 2024 |

**JOB DESCRIPTION**

|  |  |
| --- | --- |
| Post title: | **Professor** |
| School/Department: | Primary Care, Population Sciences & Medical Education |
| Faculty: | Medicine |
| Career Pathway: | Education, Research and Enterprise (ERE) | Level: | 7 |
| \*ERE category: | Balanced portfolio |
| Posts responsible to: | Head of School |
| Posts responsible for: | Junior Staff and students as appropriate |
| Post base: | Office-based |

|  |
| --- |
| Job purpose |
| To lead research in line with the School/Department research strategy, to teach at undergraduate and postgraduate level, and to undertake leadership, management and engagement activities. |

| Key accountabilities/primary responsibilities | % Time |
| --- | --- |
|  | To lead, plan and coordinate a broad research programme and activity in an area of recognised excellence for the University. Act as principal investigator on projects, responsible for defining original research objectives, developing and managing staff, and attracting funding through bids and reputation. Develop and oversee the application of innovative and creative research methodologies and techniques that add to the knowledge/understanding of the subject area. | 55 % |
|  | Building on an existing national and international reputation for research and the enhancement of learning and teaching practice by the regular dissemination and explanation of findings through leading peer-reviewed publications, major conferences, or exhibiting work at other appropriate events. Engage in external academic activities in accordance with the School/Department research strategy and which enhance the School/Department national/international research profile, e.g. membership of committees of academic bodies, external examining, journal editorships, etc. | 5 % |
|  | Manage administrative tasks associated with specified research funding, including risk assessment of programme activities, leading project meetings and preparation of annual reports. Management of procedures required to ensure accurate and timely formal reporting and financial control. | 5 % |
|  | Contribute to the development of teaching and learning activities of the School/Department. Deliver teaching of the highest quality across a range of modules and to all levels, through lectures, tutorials, practicals and seminars.  | 20 % |
|  | Contribute to the development of research, teaching and learning strategies in the School/Department. | 5 % |
|  | Provide expert advice and subject leadership to other staff and students, including research supervision. | 5 % |
|  | Any other duties as allocated by the line manager following consultation with the post holder. | 5 % |

| Internal and external relationships |
| --- |
| Member of the School/Department Board, Examination Board and of such School/Department 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. Teaching and administrative duties will be allocated by the Head of School/Department, within the context of the teaching programmes agreed by the School/Department Learning and Teaching Committee. |

| Special Requirements |
| --- |
| To attend national and international conferences for the purpose of disseminating research results. |

**PERSON SPECIFICATION**

|  |  |  |  |
| --- | --- | --- | --- |
| Criteria | Essential | Desirable | How to be assessed |
| Qualifications, knowledge and experience | PhD or equivalent professional qualifications and experience in an applied health research fieldA significant national and international reputation in Primary Care, Public Health, or Population Health Sciences ResearchA sustained record of excellence in teaching and learning activities. A sustained record of excellence in research activities. | Membership of Higher Education AcademyInvolvement in national and international events Teaching qualification (PCAP or equivalent) | CVApplicationReferencesInterview |
| 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. | Able to build research/teaching teams | CVApplicationReferencesInterview |
| 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. |  | CVApplicationReferencesInterview |
| 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. |  | CVApplicationReferencesInterview |
| 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. |  | CVApplicationReferencesInterview |
| Other skills and behaviours | Compliance with relevant Health & Safety issuesPositive attitude to colleagues and students |  | CVApplicationReferencesInterview |
| Special requirements | Able to attend national and international conferences to present research results |  | CVApplicationReferencesInterview |

**JOB HAZARD ANALYSIS**

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

|  |  |
| --- | --- |
| [x]  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.

|  |  |  |  |
| --- | --- | --- | --- |
| **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 |  |  |  |
| Lone working |  |  |  |
| ## Shift work/night work/on call duties  |  |  |  |