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| Last updated: |  |

**JOB DESCRIPTION**

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| Post title: | **Professorial Fellow (Research)** |
| Standard Occupation Code: (UKVI SOC CODE) 2119 | Natural and social science professional |
| School/Department: | Southampton Business School |
| Faculty: | Social Sciences |
| Career Pathway: | Research (ERE) | Level: | 7 |
| \*ERE category: | Research Pathway |
| Posts responsible to: | Head of School/Head of Department  |
| Posts responsible for: | Supporting the School’s research goal of producing world class research |
| Post base: | Office-based (flexible hybrid arrangements) |

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| Job purpose |
| To demonstrate a significant international reputation for leadership and innovation in major research streams in the broad discipline of Business and Management characterised by a sustained and continuing track record of academic excellence classified as world class. To contribute to the development of the University of Southampton Business School’s external profile in the UK and internationally through research, grant capture and impact activities in line with the University of Southampton Business School’s strategy. To provide outstanding academic leadership to academics within the University of Southampton Business School by undertaking research and impact activities and providing mentoring as required. To contribute to the enhancement of the quality of academic publications. To support major internal/external school engagement activities to enhance the reputation and brand of the Southampton Business School. |

| Key accountabilities/primary responsibilities | % Time |
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|  | Provide research leadership. To establish productive collaborations with academic colleagues, both within the specific discipline of expertise and across other disciplines, which will lead to increased quality of external grant capture, publications and/or engagement with stakeholders.  | 70% |
|  | Undertake internationally leading research classified as world class and disseminate findings at prestigious conferences, workshops and seminars, contributions to leading peer-reviewed publications, or exhibiting work at other appropriate events. |
|  | Lead major research projects by working in collaboration with colleagues within Southampton Business School by applying for, and securing external research grants, attract high-quality academic staff and PhD students to the school. Develop and oversee the application of innovative and creative research methodologies and techniques that add to the knowledge/understanding of the subject area. Develop innovative research ideas that can support the growing reputation of the school in established and emerging new areas of research and lead on impact activities.  |
|  | To promote and leverage research/industry opportunities for collaboration, research funding and/ or impact case studies.  |
|  | Act as either Principal Supervisor or Co-supervisor of PhD theses and internal examiner of PhD theses. Provide research students with expert advice on best practice in research.  |
|  | Raise the visibility of the University of Southampton Business School brand through publications with colleagues from within the Southampton Business School. | 30%\* |
|  | Provide mentorship to ECRs and mid-career researchers to support their career development and publication strategy through the delivery of high-quality research publications and research funding. |
|  | Participate in a collegial manner to the social life of the Southampton Business School and support staff integration in teams. Lead and present research at School- wide research seminars. Provide opportunities for external engagement with editors of top journals and facilitate connections between these editors and other top scholars and the University of Southampton Business School’s academics. Ensure that through these connections, specific research needs of individual academics are addressed and supported.  |
|  | Any other duties as allocated by the line manager or Head of School following consultation with the post holder. |

*\*The allocation of overall annual time budget to individual responsibilities will be dependent upon the needs of the Department and the School and can vary by academic year.*

| Internal and external relationships |
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| * Member of the School /Department committees relevant to their role
* The post-holder will develop collaborative relationships in research and impact with academic staff within the School and nationally and internationally.
* Productive working relationships with Professional service staff
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| Special Requirements |
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| * Able to work outside of normal office hours in support of the University, and at off-campus locations.
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**PERSON SPECIFICATION**

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| Criteria | Essential | Desirable |
| Qualifications, knowledge and experience | PhD or equivalent professional qualifications and/ or experience in relevant specialist subject World leading reputation in specialist subjectExcellent research track-record demonstrated by high quality publications classified as world classSignificant world class reputation in specialist subject. Able to make a substantial contribution to the School/Department Research Excellence Framework (REF)Experience of bidding for and working on research grants | Membership of national or international advisory bodiesInvolvement in national and international eventsMembership to prestigious journals’ editorial boardsExperience of editorial roles for leading academic journals.  |
| Planning and organising | Proven ability to champion and oversee key contributions to faculty and/or University research.Proven ability to lead research activities, grants and/or contracts of national or international importance.Proven ability to make judgements at a strategic levelProven ability to lead the development of research strategies through ongoing leadership in the dissemination of knowledge and impact |  |
| 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 SchoolAbility to develop cross-disciplinary research programmes, and to work with a diverse range of funding bodies and collaborators. |  |
| Management and teamwork | Proven ability to oversee people and resource management processes in order to deliver key research and impact activities.Proven ability to make a sustained contribution to academic leadership at discipline, School/Department 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.Experience of monitoring and managing resources and budgets. |  |
| 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 of Southampton Business School’s profile in the UK and internationally.Demonstrable ability to persuade and influence at all levels in order to foster and maintain relationships, resolving tensions/difficulties as they arise.Proven experience of providing expert guidance to colleagues in own team, other work areas and institutions to develop understanding and resolve complex problems.Proven ability to use influence to develop positions or strategies. |  |
| Other skills and behaviours | Compliance with relevant Health & Safety issuesAble to lead in helping achieve the strategic objectives in equality, diversity and inclusion, through a clear understanding of issues and proactively reviewing activities in regard to data and inclusion strategic objectives.Able to demonstrate alignment with the University’s core values in all areas of work, and champion those behaviours. See Appendix 1 |  |
| Special requirements | * Able to work outside of normal office hours in support of the University, and at off-campus locations.
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**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. |
| [x]  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 |  | X |  |
| Lone working |  |  |  |
| ## Shift work/night work/on call duties  |  |  |  |

Appendix 1. Embedding Collegiality

Collegiality represents one of the four core principles of the University; Collegiality, Quality, Internationalisation and Sustainability. Our Southampton Behaviours set out our expectations of all staff across the University to support the achievement of our strategy.

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| **All staff** | **Behaviour** |
| **Personal Leadership** | I take personal responsibility for my own actions and an active approach towards my development |
| I reflect on my own behaviour, actively seek feedback and adapt my behaviour accordingly |
| I show pride, passion and enthusiasm for our University community |
| I demonstrate respect and build trust with an open and honest approach |
|   |   |
| **Working Together**  | I work collaboratively and build productive relationships across our University and beyond |
| I actively listen to others and communicate clearly and appropriately with everyone |
| I take an inclusive approach, value the differences that people bring and encourage others to contribute and flourish |
| I proactively work through challenge and conflict, considering others’ views to achieve positive and productive outcomes |
|   |   |
| **Developing Others** | I help to create an environment that engages and motivates others |
| I take time to support and enable people to be the best they can |
| I recognise and value others’ achievements, give praise and celebrate their success |
| I deliver balanced feedback to enable others to improve their contribution  |
|   |   |
| **Delivering Quality** | I identify opportunities and take action to be simply better |
| I plan and prioritise efficiently and effectively, taking account of people, processes and resources |
| I am accountable, for tackling issues, making difficult decisions and seeing them through to conclusion |
| I encourage creativity and innovation to deliver workable solutions |
|   |   |
| **Driving Sustainability** | I consider the impact on people before taking decisions or actions that may affect them |
| I embrace, enable and embed change effectively  |
| I regularly take account of external and internal factors, assessing the need to change and gaining support to move forward |
| I take time to understand our University vision and direction and communicate this to others |