
University of Sunderland

Role Profile

Part 1

Lifechanging



**University of
Sunderland**

Type Job Title here

Job Title:	Head of the Institute for Economic and Social Inclusion/ Professor
Reference No:	
Reports to:	Academic Dean
Responsible For:	Institute for Economic and Social Inclusion
Working Hours:	37 hours per week
Faculty/Service:	TBC, Faculty of Business, Law and Tourism or Faculty of Education and Society
Location:	Sunderland Campus
Main Purpose of Role:	<p>The Research and Knowledge Exchange Institutes are the main focus for the University's research and knowledge exchange activity, creating a critical mass of activity in a well-defined interdisciplinary area, driving REF and KEF outcomes, building research quality and generating external income. The Head of the Institute will lead research and knowledge exchange across the University in the field of Economic and Social Inclusion.</p> <p>The role will provide strategic leadership and guidance to establish the institute nationally and globally</p>

Key Responsibilities and Accountabilities:

- Work with colleagues and stakeholders on the development and implementation of a strategic vision and research themes for the Institute.
- Establish and ensure that achievable targets are delivered in line with Institute objectives, including research and knowledge exchange income growth, impact, partnership activity and research and knowledge exchange outputs.
- Lead a team to undertake research, and related activity, with a strong focus on application and impact.
- Manage the University's investment in the Institute to maximise return on investment in terms of income generation, impact and outputs.
- Develop the brand and profile of the Institute regionally, nationally and internationally by developing relationships with existing stakeholders and establishing new links with external partners.
- Undertake research and knowledge exchange in an appropriate specialism, and bring together different specialisms to apply diverse expertise to the field of Economic and Social Inclusion.
- Ensure the Institute makes a significant contribution to the University's next REF submission and KEF assessments.
- Identify and support a pipeline of future activity within the institute through liaison with academic colleagues and external stakeholders.

- Promote and support the development of a collaborative, supportive research, innovation and knowledge exchange environment and culture within the Institute.
- Work with internal and external stakeholders to ensure events, programmes, outreach and media work are carried out effectively
- Liaise with all Academic Deans to ensure staff seconded to the Institute are managed effectively.
- Other duties as required by the Dean or Deputy Vice-Chancellor Academic or Commercial.



Part 2A: Essential and Desirable Criteria

Essential

Qualifications and Professional Memberships:

- A first degree or equivalent professional qualification.
- PhD/Doctorate.
- Professor with significant measurable achievements in research; A high level internationally recognised academic scholar, making outstanding contributions to the furtherance of knowledge and its application to society through appropriate forms of dissemination and engagement.

Knowledge and Experience:

- A proven and extensive track record of high-quality research in a relevant subject area at professorial or equivalent level
- Significant experience of leading research and knowledge exchange activities in a relevant field.
- A demonstrable understanding of research impact.
- Experience of successfully securing funding and managing funded projects.
- Significant experience in a leadership role relevant to the requirements of the role
- Significant senior level experience of working in partnership external stakeholders and develop strong and productive working relationships and opportunities;
- An in-depth understanding of the public policy and funding environments relevant to university research, innovation and knowledge exchange in the UK
- An in-depth understanding and experience of working at a senior level within the policy, academic and delivery environments relevant to drug development and discovery.
- An in-depth understanding and experience of working at a senior level within the relevant policy, academic and delivery environments
- Direct experience of leading teams to win large grant awards
- Direct experience of successfully managing high performing multi-disciplinary teams
- Flexible and Professional attitude to work;
- Highly organised, with effective administrative skills and attention to detail;
- Highly developed communication skills, both written and verbal
- Ability to work on own initiative to plan and prioritise workload;
- Ability to communicate to staff, students and external bodies at all levels;

- Able to work within teams (functional and project) with minimal supervision to corporate guidelines / strategy
- Excellent inter-personal, communication, networking, relationship management customer responsiveness and negotiation skills
- Proven ability to think and act strategically, balancing conflicting requirements and delivering high impact in line with corporate objectives
- Pro-active & innovative outlook.
- Proven track record of building productive relationships with both internal and external stakeholders at all levels
- Numerate with strong analytical, budgeting and administrative skills
- Previous experience of developing and delivering presentations, and pitches to employers and funders.
- Able to travel independently to a variety of locations.

Part 2B: Key Competencies

Competencies are assessed at the interview/selection testing stage

Communication

- Can create compelling narratives to gain buy in to institute aims
- Summarises and interprets complex, conceptual and special matters to aid others' understanding and aimed at their needs
- Uses appropriate styles and arguments to influence and negotiate satisfactory outcomes
- Monitors understanding of others, develops approach and takes corrective action if required
- Conveys information of a complex, conceptual and specialist nature using range of styles and media selected to meet the needs of others
- Presents complex information in formats appropriate to non-specialists without comprising meaning
- Monitors the reactions of others and takes appropriate steps to remedy any miscommunications

Decision Making

Independent decisions

- Considers wider impact of decisions, assesses possible outcomes and their likelihood
- Uses judgement to make decisions with limited or ambiguous data and takes account of multiple factors
- Able to make sound business decisions on information available.

Collaborative decisions

- Enables others to contribute to decisions
- Ensures that options are weighed, outcomes identified and chances of success considered
- Challenges decisions, appropriately to ensure consideration and processes are robust

	<p>Initiative & Problem Solving</p> <ul style="list-style-type: none"> • Initiates processes and procedures to resolve new problems • Anticipates possible implementation difficulties and identifies and develops practical ways of overcoming or preventing them • Takes account of others and the broader context when generating options
	<p>Liaison and Networking</p> <ul style="list-style-type: none"> • Acts as Ambassador for the Institute and wider University • Engages a broad network of stakeholders • Works across team boundaries to build and strengthen working relationships with other portfolio holders • Is involved in networks to pursue a shared interest as a requirement of the role • Actively seeks to build productive and enduring relationships between teams to strengthen working relationships and foster collaboration • Leads and develops internal networks to pursue a shared interest and influence events or decisions
	<p>Planning & Organising Resources</p> <ul style="list-style-type: none"> • Horizon scans to identify future demands and opportunities for the institute and shapes longer term plans accordingly • Co-ordinates the work of support team to improve performance and use of resources • Involves other teams appropriately and co-ordinates effort and resources so performance standards and shared objectives are achieved • Reviews performance and uses experience to make improvements to planning and organisation
<p>Date Completed:</p>	<p>March 2023</p>