



Loughborough
University

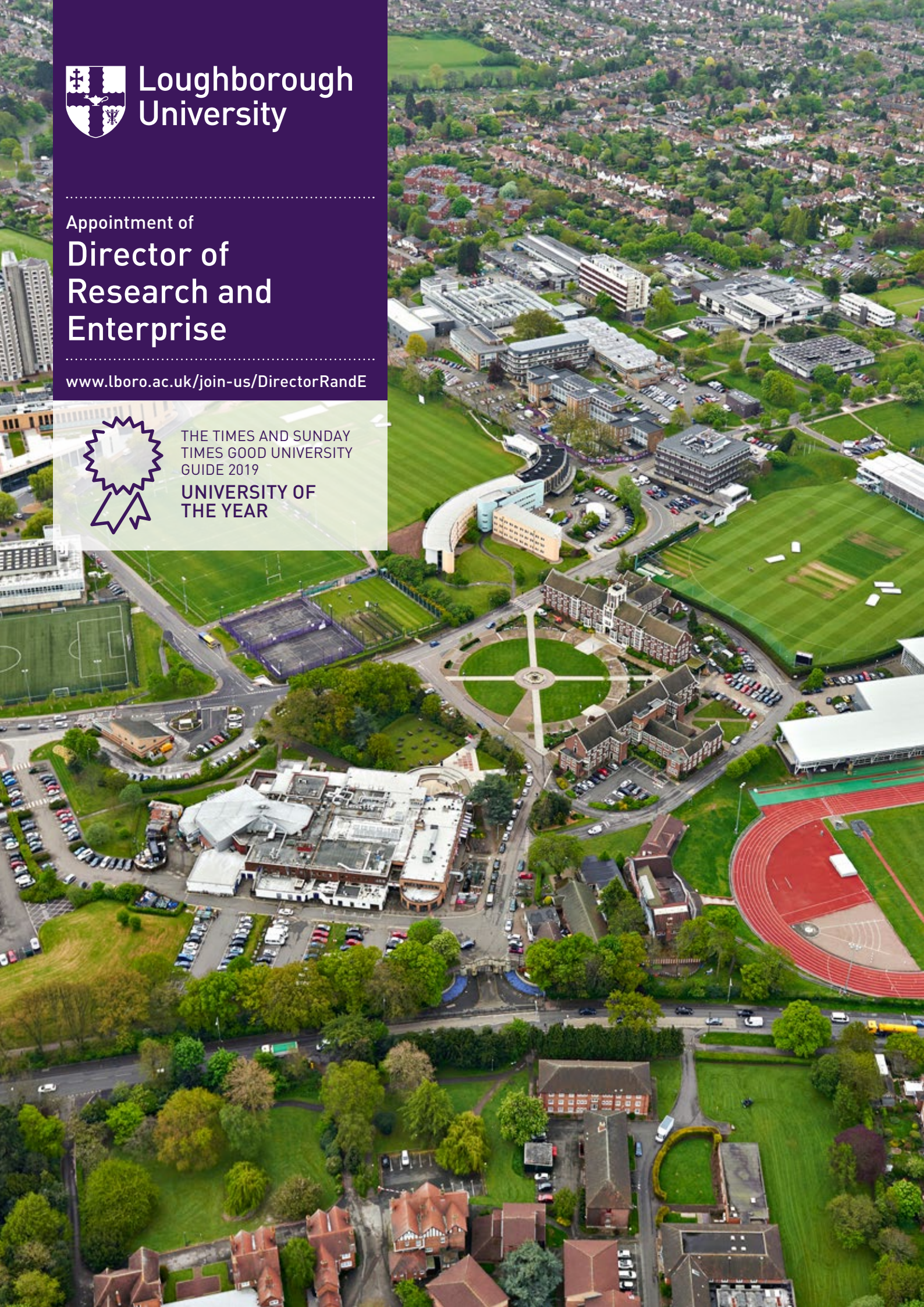
Appointment of
**Director of
Research and
Enterprise**

www.lboro.ac.uk/join-us/DirectorRandE



THE TIMES AND SUNDAY
TIMES GOOD UNIVERSITY
GUIDE 2019

**UNIVERSITY OF
THE YEAR**



ABOUT LOUGHBOROUGH UNIVERSITY

Loughborough University is a fantastic place to work and study. There is a real pride in the University that touches everyone associated with it.

Throughout our history we have built upon our distinctive characteristics and enhanced our strengths. Our origins in 1909, as one of the UK's foremost technical institutes focused on meeting society's needs, set in train an ethos that is still evident at Loughborough today.

Our campus in the heart of Leicestershire – one of the largest in the UK, spanning 440 acres – provides a supportive and enriching environment with first-rate facilities for both staff and students.

Loughborough University London, our postgraduate campus on Queen Elizabeth Olympic Park, the former site of the 2012 London Olympics, offers education, research and enterprise opportunities in London's newest innovation quarter.





Dear Colleague,

Thank you for taking the time to find out more about this important role at Loughborough University. If successful you would join our University at a time of unprecedented achievement. Our approach to recruit, retain and develop the very best people is serving us well at a time of change in the UK's higher education sector.

The University is recruiting to a new role of Director of Research & Enterprise to create a new, single office supporting this endeavour. The Director will play a leading role in shaping and delivering the University's research and enterprise activities, as well as being responsible for the establishment of a first-class service for our researchers.

The University is committed to maintaining and improving its research and enterprise performance across its broad span of disciplines. This requires high quality, professional management and administration, delivered in an integrated fashion across the whole research and enterprise lifecycle.

Loughborough is an exceptional university. The combination of our excellent student experience, enterprising outlook, world class research and unparalleled sporting achievement gives rise to something that's truly special and distinctive among the UK's universities. Recent years have seen remarkable success that you can read about [here](#).

This position will be of interest to both senior colleagues at other higher education institutions, and leaders in the wider Higher Education research and enterprise areas looking to join what is an exciting, fulfilling and dynamic institution. I look forward to hearing more about you.

A handwritten signature in black ink, reading "Rob Allison", with a horizontal line underneath.

Professor Robert Allison
Vice-Chancellor and President

OUR ACHIEVEMENTS

UNIVERSITY OF THE YEAR

WhatUni Student Choice Awards 2018

RANKED 4TH

Guardian University Guide 2019

RATED GOLD in the Teaching
Excellence Framework 2017

UNIVERSITY OF THE YEAR AND RANKED 5TH IN THE UK

The Times and Sunday Times
Good University Guide 2019

BEST UNIVERSITY FOR SPORT SUBJECTS IN THE WORLD

QS World University Rankings
by Subject 2017

**AWARDED 7 QUEEN'S ANNIVERSARY
PRIZES**, second only to Oxford

TOP FOR HIGH QUALITY FACILITIES

Times Higher Education Student
Experience Survey 2017

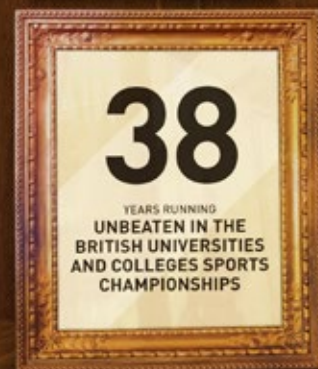
1ST FOR GIVING BACK

WhatUni Student Choice Awards 2017

RATED FIVE STARS PLUS FOR EXCELLENCE

QS Stars

**A TOP 10 UNIVERSITY IN ENGLAND
FOR RESEARCH INTENSITY** according
to the Research Excellence Framework



OUR STRATEGY – *BUILDING EXCELLENCE*

Our strategy has four core drivers – Investing in our staff, Educating for success, Growing capacity and influence, and Raising standards and aspirations – with research, teaching, enterprise and sport embedded in each.

Investing in our staff

We will be an outstanding employer, supporting our staff to achieve their full potential through development opportunities. We will recognise excellence and achievement through performance and reward mechanisms and ensuring that all staff are empowered to operate at their highest levels.

We will maintain a staffing profile that allows us to enhance our centres of research excellence and enrich the academic student experience we offer. By attracting the highest quality staff and maintaining the best possible student staff ratios, we will provide our students with a dynamic learning environment.

Educating for success

We will develop our students as individuals, enhancing their capabilities as creative, confident and adaptable 21st Century citizens who will make a significant contribution to global society.

Loughborough University London has facilitated an expansion in our postgraduate population with an increase year on year since opening in 2015. Under the current fee regime, we will maintain our undergraduate numbers but review our approach should Government policy change.

Growing capacity and influence

We will grow capacity in key areas of teaching, research and enterprise by investing strategically and developing international partnerships and collaborations. We will advance areas in which we have a critical research mass and withdraw from those where this is unachievable.

We will reinforce the breadth of our academic offering across both our campuses, with continued emphasis on

subjects with international recognition. We will listen to our students, employers and other key partners to ensure that our academic provision develops in line with their requirements. By capitalising on emerging opportunities to review the scope of our academic provision, we will introduce new areas and withdraw from those that are no longer appropriate.

We will raise our profile and strengthen our connections with policy makers, business, industry and the community, achieving recognition as a leading international university, whose contributions are sought and valued.

Raising standards and aspirations

We will enhance our effectiveness and minimise the barriers to achieving our aspirations. We will build on our strengths and focus on developing the activities we do well to help us achieve our goals and raise our international profile.

Through our rigorous planning processes we will ensure we identify where we should invest. Our focus will be on internationally excellent research and a high quality student experience.



OUR AMBITIONS – OVER THE DURATION OF THIS STRATEGY WE WILL HAVE ACHIEVED THE FOLLOWING:

A distinctive international reputation for excellence

The relevance of our research to real-life issues will place us at the forefront internationally, increasing significantly the global visibility and reputation of the University. Our contribution, at the very highest levels, to new knowledge and understanding, will boost our links with some of the best universities in the world and expand our breadth of well-established partnerships with leading international companies.

A life-shaping student experience

We will provide our students with an exceptional learning environment that offers outstanding, innovative teaching, opportunities to contribute to pioneering research, and options to maximise their business potential, coupled with wide-ranging personal support. We will engage with our students to ensure we deliver the best possible academic experience. There will be high demand for our programmes and we will continue to deliver outstanding levels of student satisfaction.

Working in partnership with Loughborough Students' Union, we will offer the best possible all-round experience, providing

our students with a wide range of opportunities that enable them to achieve their full potential, professionally and personally as well as academically.

Outstanding partnerships to deliver social, economic and cultural prosperity

We will realise the commercial and social potential of our research and forge productive, collaborative links with partners across all sectors. This will ensure that we meet their requirements and that the impact of our activities helps to support economic development and drive innovation and performance on local, national and international levels.

We will work closely with local partners to enhance the social, cultural and economic wellbeing of the communities and regions in which we reside and will embed sustainability and social responsibility into all of our processes, operations and developments.

A culture of delivering excellence in all that we do

Through the integration of influential research, a vibrant enterprising culture and outstanding learning opportunities, we will enhance our ability to drive

forward solutions to contemporary global challenges.

Our staff will be supported to attain the highest standards, and our international profile will attract the very best in their fields.

We will also have cemented our position as the UK's premier university for sport and be recognised globally for our unique ability to shape sport and exercise policy and practice both nationally and internationally.

One outstanding university: two vibrant campuses

Our distinctive ability to integrate research, teaching and enterprise will have strengthened the activities in which we excel and created new capacity in areas of excellence.

Our international ambitions will be further enhanced through a thriving postgraduate campus on the Queen Elizabeth Olympic Park in London, complementing our outstanding green-field campus in Loughborough and creating two inspiring campus communities.



RESEARCH AND ENTERPRISE

Loughborough is renowned for the relevance of its work, driven by society's need for solutions to real-life issues. It contributes at the very highest levels to new knowledge and understanding, helping business and industry to compete more effectively, shaping public policy and, ultimately, helping to improve the quality of people's lives.

The strengths in our academic Schools are complemented by our four Global Challenges, which help to deliver multi-disciplinary solutions to the biggest societal challenges of the day.

In the 2014 Research Excellence Framework (REF), Loughborough consolidated its position in the premier league of research universities. It is ranked 14th in the UK and 9th among universities in England for research intensity. At subject level, Loughborough has the largest concentration of world-leading research in sport and exercise sciences,

and six other subject areas feature in their national subject top ten.

With staff right across the University involved in pioneering research, Loughborough's students benefit from a vibrant research culture in which they are taught by academics at the forefront of their disciplines.

Loughborough University London is bringing benefit to local and international communities through applied research and sociocultural, interdisciplinary thinking.

We are passionate about developing a pioneering and multi-disciplinary research portfolio. We want to create a vibrant, enthusiastic and forward-thinking research community in London, where world-leading academics and talented students work closely together to discover the latest, ground-breaking inventions.

Fostering enterprise

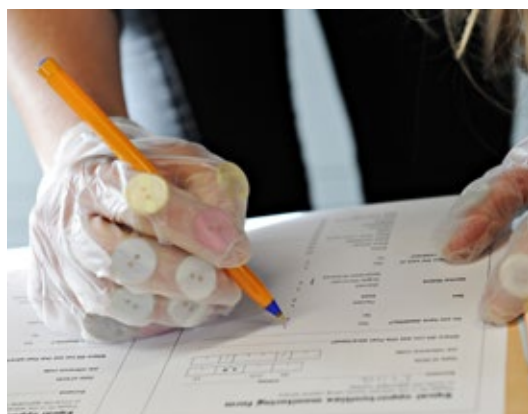
We have excellent relationships with business and public and voluntary organisations and understand their needs.

Our partnerships deliver leading-edge research and development, helping UK and international businesses and organisations to innovate, expand or boost performance.

Our partners also provide student placements and graduate positions and world-leading companies sponsor a range of bursaries and prizes. Student enterprise is at the heart of our curriculum, and The Studio – our graduate incubator – helps former Loughborough students to develop sustainable, and thriving, businesses.

Loughborough University Science and Enterprise Park, based on the Loughborough campus, enables high-tech companies, from dynamic start-ups to established global organisations, to be part of the University's vibrant innovation community.

In London we are very proud of our links with industry and partnerships. We are committed to transforming theory into practice, by offering the latest in industry knowledge and insight through a vibrant calendar of guest lectures and workshops.



LEARNING AND TEACHING

Loughborough University provides students with an exceptional learning environment, enhanced by quality teaching and a supportive atmosphere. We pride ourselves on developing highly employable graduates. Our links with leading employers are unrivalled, and our students develop the valuable skills that recruiters seek.

Teaching at Loughborough has consistently been rated excellent in independent assessments, placing the University towards the top of the teaching quality tables, and the Quality Assurance Agency gave Loughborough the highest possible commendation in its most recent audit. The University was also awarded Gold in the first Teaching Excellence Framework.

Student satisfaction

Loughborough is consistently well placed in the National Student Survey. In the most recent survey (published in 2018) 88% of Loughborough's final year students said they were satisfied with their course.

In the Autumn Wave 2016 international and UK Student Barometer, which allows students to give universities feedback on the services they provide, Loughborough was ranked first in the UK and globally*, out of 45 participating universities, with 95% of Loughborough students saying they were satisfied with the University overall. Loughborough University London has facilitated an expansion in our postgraduate population with an increase year on year since opening in 2015.

In order to sustain exceptional quality, the University has developed strong academic, guidance and welfare systems to support students throughout their education. The

Careers Network at Loughborough offers a wealth of services, and was voted 1st for satisfaction with the Careers Network (Student Barometer Autumn Wave 2016 out of the 44 participating universities globally).

All Loughborough University London students have access to our pioneering personal development scheme, Enterprise Through the Curriculum, which offers unrivalled opportunities for students to widen their professional skills, interact with potential employers and deepen their work-related experiences.

Graduate employability

Established links with industry, business, the public sector and the professions allow many students at Loughborough to benefit from profitable work placements, both in the UK and abroad. All of our undergraduate courses have a year-long, paid work placement option. Loughborough graduates leave university equipped with

the knowledge and employability skills that are in great demand. For this reason, Loughborough was ranked 1st in the UK for employer-student connections in the QS Graduate Employability Rankings 2017.

In 2017, the latest year for which figures are available, 94% of Loughborough graduates were in employment or further study within six months of graduating, (full-time UK first degree students available for work or study).

The University is also top 10 in the UK for graduate prospects in the Times Good University Guide 2019.



* based on overall scores across all measures

STUDENT EXPERIENCE

Loughborough provides students with every opportunity to achieve their full potential – professionally, intellectually and socially.

We offer a unique experience, combining a first class education with an extensive programme of extracurricular activities, a fantastic campus environment and one of the best students' union in the country. The University was named the UK's best student experience in the Times Higher Education Student Experience Survey 2018.

Loughborough Students' Union

LSU plays a key part in creating the 'Loughborough Student Experience'. It is one of the only unions in the UK to be owned and managed by the students, offering a variety of support services, a packed programme of social events, and more than 150 clubs and societies, which were named 2nd in the country in the 2018 WhatUni Student Choice Awards.

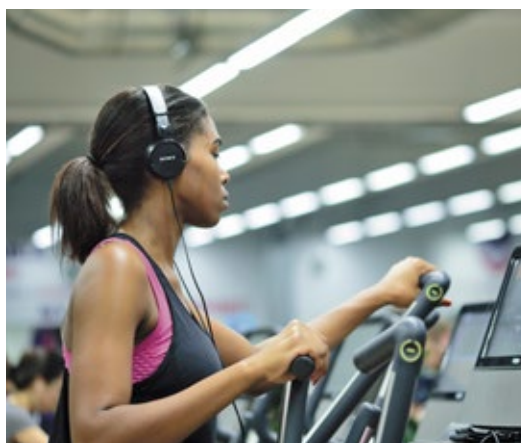
The fundraising arm, Loughborough Rag, is the most successful student fundraising organisation in the country. In 2017/18 it raised over £1 million for local and national charities. In 2017/18 LSU Action students volunteered more than 20,500 hours for good causes.

The LSU community in London offers trips across the UK, as well as a diverse range of activities and events across London.

Societies established in London include the Entrepreneurs' society, Cookery society, LSU Sport, Musicians' society and much more.

University living

In Loughborough, our halls of residence – which lie on or close to the campus and provide accommodation for more than 5,000 students – are at the very centre of student life. Our off-campus students are supported by a Community Warden scheme. Our students' affiliation with their hall also remains with them throughout their years at the University, producing an enduring community spirit at Loughborough that is unrivalled. In London we have approved a number of secure and friendly accommodation options to suit every lifestyle and budget, including accommodation in the former London 2012 athletes village.



SPORT

Loughborough is the country's premier university for sport, with an outstanding record of achievement in performance at every level and in sport's underpinning academic disciplines of exercise and health sciences.

Our students and alumni are renowned for their unrivalled sporting success. Loughborough has won the BUCS (British Universities and Colleges Sport) Championship for the last 38 consecutive years and became the first university ever to achieve over 6,000 points in the competition. Loughborough was named 'University of the Year for Sport' by The Times Good University Guide 2017, and the Best Sporting University in the World in the QS World University Rankings by Subject 2018.

Around 200 elite level athletes are currently studying or training at the University. The Loughborough Sports Scholarship programme enables the finest young athletes to excel in both their academic and sporting achievements.

On the Queen Elizabeth Olympic Park there are of course Olympic standard sports facilities on our doorstep, enabling our staff and student to be inspired by the athletes that continue to train and compete at these venues.

We also have an excellent relationship with BT Sport which includes us having access to their studios for tours, free audience tickets to some of their shows as well as internships for both undergraduates from our main campus and postgraduates from our London campus.

Some of the most celebrated names in sport – including world record breaking athlete and University Chancellor, Sebastian Coe, one of the greatest-ever Paralympians, Tanni Grey-Thompson; Olympic gold medal winning hockey goalkeeper, Maddie Hinch; and World Cup winning England rugby coach Clive Woodward – have studied at Loughborough.

Sporting excellence and opportunity

In 2016 over 80 students, graduates and Loughborough-based athletes travelled to Rio to participate in the Olympic and Paralympic Games. Loughborough athletes were a dominant force throughout, securing 12 medals in the Olympic competition, including 5 golds; and a further 22 medals during the Paralympic competition. Loughborough coaches also played a key role in the Games, with alumni guiding Team GB, Canada and Fiji to gold medals. Loughborough was also the official Preparation Camp for Team GB in the run-up to the London 2012 Olympic Games. More than 500 Team GB athletes, alongside support staff, coaches and officials visited the camp to be officially 'kitted out'.

The campus has the country's largest concentration of world-class training facilities and support services across a wide range of sports, including an indoor athletics centre, outdoor stadium and a 50m swimming pool. Bases for a number of sports are located on campus, including national performance centres for athletics and cricket.

Recreational sport is equally important and there is a popular programme of opportunities for sports enthusiasts of all levels and

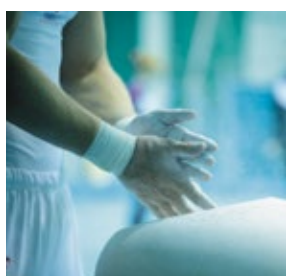
abilities. The University also has the country's largest intramural hall sport programme for those students who enjoy being part of a team with an element of competition. The Sport England Higher Education Participation and satisfaction Survey 2015/16 showed that 71% of students at Loughborough University regularly participate in sport at least once a week.

Underpinned by academic excellence

The University's sporting excellence is crucially underpinned by internationally renowned teaching and research in sports science, engineering and technology.

The School of Sport, Exercise and Health Sciences is world renowned. Its work to understand the interplay between exercise and disease was recognised as part of the 2012 Olympic legacy, with a multimillion pound Government award to build the National Centre for Sport and Exercise Medicine on campus.

The Sports Technology Institute works with global brands, including adidas, Nike and Speedo, on the design, simulation, testing and manufacture of sporting goods. Its track record of design-led innovation and accelerating novel concepts from initial stages through to commercialisation is unparalleled.





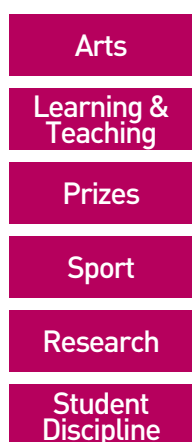
The University Senate

The University Senate is responsible for the academic work of the University, including programmes, examinations, teaching and research quality. Its membership is drawn from the University.

The University Council

The University Council is the governing body, responsible for the University's finances, buildings and land. It is the official employer of all staff and meets several times a year. Its Chair is the Senior Pro Chancellor, Sir Peter Bonfield CBE.

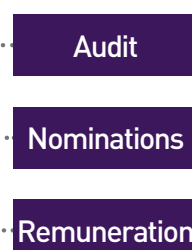
Senate Committees



SENATE

COUNCIL

Council Committees



Joint Senate/Council Committees



*includes lay members of Council
sub-committees not included

THE LOCAL AREA

Loughborough is a large market town, with a population of around 60,000, within the borough of Charnwood in the county of Leicestershire. It is home to the Great Central Railway, the UK's only double track, main line heritage railway, and was the birthplace of Ladybird Books.

The town is also close to some beautiful countryside. In the centre of the area is the broad flat plain of the River Soar, and to the east are the rounded rolling hills of the Leicestershire Wolds, with some of England's loveliest and most unspoilt villages. The National Forest and Bradgate Park are both close by. Bradgate Park dates from at least 1240 and has roaming herds of red and fallow deer. Its house was the birthplace and childhood home of Lady Jane Grey, who was Queen of England for nine days in 1553 and who lost her crown, and her head, to Mary Tudor, eldest daughter of Henry VIII.

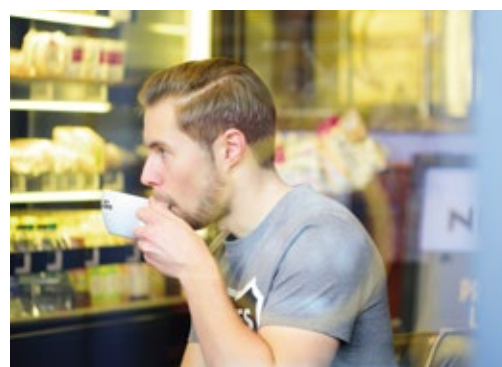
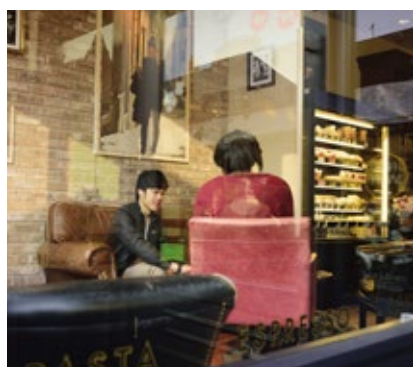
Loughborough's central location is also ideal for exploring the nearby cities of Leicester, Nottingham and Derby, which offer an array of shopping, dining and cultural attractions. Leicester boasts the National Space Centre and the King Richard III Visitor Centre – the King's skeleton was discovered in the city and now lies in Leicester Cathedral. Nottingham is home to the legend of Robin

Hood, Nottingham Castle and Sherwood Forest and was recently announced as a UNESCO City of Literature. The beautiful Peak District National Park and historic Chatsworth House are situated just outside Derby.

London has been named the best city in the world for quality of life, beating Paris and New York (PWC, 2015) Loughborough University London is at the heart of a dynamic, new community at the East side of London. The area is home to more artists, creators and makers than anywhere else in Europe.

It is not surprising that the city attracts people of all ages, from all over the world. There is an array of architectural masterworks to discover, as well as many beautiful and natural green spaces that are carefully looked after for everyone to enjoy. Artistic and creative individuals can enjoy the timeless masterpieces found at Tate Britain, the National Gallery and the Royal Academy of Arts.

To experience the best that London has to offer, you can enjoy a panoramic view of the city from the famous London Eye, standing proud amongst some of UK's most iconic buildings, including Tower Bridge, Kew Palace and the Shard.



GETTING TO LOUGHBOROUGH

Loughborough is easily accessible by road, rail and air.

The campus is less than two miles away from junction 23 of the M1 motorway. Nottingham, Leicester and Derby are all within a 40 minute drive.

London (St Pancras International) is one-and-a-half hours away by train. Birmingham is one hour and Manchester and Leeds around two hours. Loughborough station is around 10 minutes away from the campus, and a regular bus service connects the station with the University.

Coach services to UK and European destinations are available through National Express and Megabus.

There are regular scheduled flights from UK, European and international destinations to East Midlands Airport, which is only seven miles away from the University campus.

GETTING TO LOUGHBOROUGH LONDON

Loughborough University London is convenient and accessible, with easy and affordable transport connections to central London, the UK and Europe.

The University is just ten minutes' walk from Stratford International station, Docklands Light Railway (DLR), London Underground and several bus services, including National Express and Megabus.

From Stratford International Station you can get to St Pancras International Station in fewer than seven minutes. St Pancras International offers high speed rail access direct to a number of European cities including Paris and Brussels. It also provides links to the UK's major cities, including Birmingham, Manchester, Cardiff and Edinburgh. Loughborough University is just 90 minutes away.

London's major airports (City, Gatwick, Heathrow and Stansted) are between 15 and 60 minutes away, offering both international access and cheap budget flights across Europe and beyond.

DIRECTOR OF RESEARCH AND ENTERPRISE

The current research and knowledge exchange policy and funding environment is both vibrant and challenging, with the creation of UKRI, the publication of the Industrial Strategy, major funding pots such as the Global Challenges Research Fund and Industrial Strategy Challenge Fund that require new partnerships and approaches to conducting research, the need for active international collaboration, and a complex regulatory and assessment environment. To be successful, the University needs to deliver:

- High quality fundamental and applied research
- Engaging, accessible and useful expertise, new knowledge, and intellectual property and maximising the impact of the University's research.
- State-of-the-art facilities and research infrastructure, including physical, human and digital resources.
- Strong partnerships with academic and non-academic organisations and develop productive relationships for our researchers.
- An environment, culture, ambition and freedom to enable academics to maximise funding for research and innovation.
- An environment reflecting high standards of research integrity.

The University is committed to maintaining and improving its research and enterprise performance across its broad span of disciplines. This requires high quality, professional management and administration, delivered in an integrated fashion across the whole research and enterprise lifecycle.

The University is recruiting to a new role of Director of Research and Enterprise to create a new, integrated single office supporting this endeavour. The Director will play a key role in shaping and delivering the University's research and enterprise activities, as well as being responsible for the management of a first-class service for our researchers. In doing so, the Director will work closely with the Pro-Vice-Chancellors for Research and for Enterprise (Professors Rothberg and Bhamra) to create the right institutional environment, to represent and promote the University, and to support the University's researchers in undertaking excellent research and innovative enterprise.

A key task for the Director is to create a unified team, working with and drawing in professionals in other services, such as Careers, Communications, Philanthropy, Finance and HR, as well as those in the academic Schools, such as Deans and relevant Associate Deans. The University is committed to the researcher experience and to individual professional development, and it expects the Director to embody this commitment.

The University is looking for a leading professional, who is seen as a leader within their peer group who can galvanise their team across the full range of responsibilities and who can gain the respect and trust of the research community and of our external partners, collaborators, funders, alumni and customers.

DIRECTOR OF RESEARCH AND ENTERPRISE: THE ROLE

Job Grade: Management and Specialist Grade 9

Reports to: Chief Operating Officer

Job Purpose: To provide strategic and operational leadership of the University's research and enterprise agendas.

Team Structure: You will be responsible for the University's Research & Enterprise Office.

Strategy and analysis

- Leading with the Pro-Vice-Chancellor (Research), the development and the implementation of the University Research Strategy as embodied in the CALIBRE framework.
- Leading with the Pro-Vice-Chancellor (Enterprise), the development and the implementation of the University Enterprise Strategy.
- Providing strategic oversight of the REF2021 submission, maximising financial and reputational returns to the University; to advise University Research Committee on the strategic management, including performance monitoring and management, of the University's research base to maximise performance and returns.
- Providing strategic oversight of the HEIF Strategy and the annual HE-BCI and KEF submissions; to advise University Enterprise Committee on the strategic management of enterprise to maximise performance and returns.
- Ensuring the operations of the office support the leadership roles of the Associate Deans for Enterprise and Research in the Schools.
- Ensuring the appropriate provision of specialist expertise and advice to the leadership of the University on all issues relating to research, knowledge exchange and enterprise policy and practice and the legal requirements relating to the governance and management of research and enterprise.
- Supporting the Pro Vice-Chancellor (Research) and the Pro Vice-Chancellor (Enterprise) in ensuring high standards of integrity in all aspects of the University's research and enterprise activities, including research conduct and responsible use of indicators and metrics.

Planning and organising

- Playing a major part, using the specialist skills of the University's professional teams, in achieving a step change in the University's research income and its engagement with major research funders, including the research councils, industry, charities, government bodies, the EU, etc., by the

provision of rigorous planning, advice, support and/or project management for both conventional and more complex, collaborative bids for funding.

- Playing a major part, using the specialist skills of the University's professional teams, in achieving a step change in the University's engagement with external partners including contract research, consultancy, training and IP exploitation, with the aim to increase impact, income and influence.
- Ensuring high quality planning, advice, delivery and project management of all aspects of the University's research, knowledge exchange and enterprise activities.
- Managing the budget of the service and planning and managing those resources needed to deliver a high quality functional service.

Growing capacity and influence

- Playing a leading role in collaborative alliances, including Midlands Innovation, with other professional service providers within the University and broader HE sector and ensuring that best practice is embedded in all areas of the management and support of research, knowledge exchange and enterprise.
- Representing and promoting the interests of the University at a senior level to external policy making, funding and other bodies at a regional, national and international level in the areas of research, knowledge exchange and enterprise and to enhance the reputation and influence of the University.
- Representing the University as Non-Executive Director of subsidiary or other companies, as required.
- Maximising external funding opportunities such as UKRI, Government Industrial Strategy, Global Challenge Research Fund, Industry and the third sector.
- Maximising partnership opportunities with non-academic organisations with a focus on generating impact and societal value, including responsibility for one or more corporate relationships.

Improving the Service

- Acting on the processes led by the Service, improving them in conjunction with other colleagues and embedding the principles of the University's service improvement approach.
- Working with other Services and with Schools to improve all research and knowledge exchange-related processes.
- Providing professional leadership and direction to the staff in the Research and Enterprise Office, ensuring that performance is managed effectively through objective setting and effective personal and professional development plans to support and improve the delivery of a high-quality service.

Points to note

The purpose of this job description is to indicate the general level of duties and responsibility of the post. The detailed duties may vary from time to time without changing the general character or level of responsibility entailed.

Special conditions

All staff have a statutory responsibility to take reasonable care of themselves, others and the environment and to prevent harm by their acts or omissions. All staff are therefore required to adhere to the University's Health, Safety and Environmental Policy & Procedures.

All staff should hold a duty and commitment to observing the University's Equality & Diversity policy and procedures at all times. Duties must be carried out in accordance with relevant Equality & Diversity legislation and University policies/procedures.

Successful completion of probation will be dependent on attendance at the University's mandatory courses which include Respecting Diversity and, where appropriate, Recruitment and Selection.

PERSON SPECIFICATION

Your application will be reviewed against the essential and desirable criteria listed below. Applicants are strongly advised to explicitly state and evidence how they meet each of the essential (and desirable) criteria in their application. Stages of assessment are as follows:

Assessment stages (shown in brackets): 1 = Application stage, 2 = Selection stage, 3 = Interview

| ESSENTIAL | DESIRABLE |
|--|--|
| EXPERIENCE <ul style="list-style-type: none">• Substantial professional work experience (10 years +) in a complex organisation, ideally in or connected to higher education, and in a role with direct and senior responsibility for research and/or enterprise. (1)• In depth knowledge of the UK and international research, knowledge exchange and enterprise policy landscape. (1,2,3)• Knowledge of research, knowledge exchange and enterprise development and management in the higher education sector, preferably gained at a research-intensive institution. (1,3)• Extensive network of contacts at research funding bodies and organisations, nationally and overseas. (1,2,3)• Experience of successfully leading and developing teams and achieving strategic goals. (1)• Experience of interpreting complex policy and rules, and applying them in a complex organisational context. (1,3) | <ul style="list-style-type: none">• Experience of implementing regulatory frameworks in a higher education context.• Experience of contributing to the drafting and negotiation of contracts.• Experience of developing and delivering training. |
| SKILLS AND ABILITIES <ul style="list-style-type: none">• Strong data and numeric reasoning skills, with the ability to explain complex management information. (1,3)• Leadership skills to inspire and enthuse a team of skilled professionals and to establish credibility and respect with the wider academic community and funders; to ensure that performance is managed effectively through objective setting and effective personal development plans to support and improve the delivery of a high-quality service. (1,2,3)• Strong and demonstrable ability to write persuasive and clear commentaries, policies and documents on complex topics. (1,2,3)• Excellent interpersonal/communication skills both verbal and written and including a very high level of influencing and negotiation skills. (1,2,3)• Ability to exercise good judgement in a range of situations including providing expert advice and guidance in an approachable, professional manner. (1,2,3)• Initiative, flexibility and the ability to adapt to a rapidly changing working environment. (1,3)• Excellent time management skills and a proven ability to meet tight deadlines and balance competing priorities, whilst paying appropriate attention to detail across a broad span of responsibilities and topics. (1,3) | |

TRAINING

- A willingness to undertake further training and development as necessary and demonstration of a commitment to developing others. (1)

QUALIFICATIONS

- Strong educational background including at least a second-class honours degree or equivalent and relevant work experience. (1)
- Membership of ARMA, PraxisAuril or other similar organisation. (1)
- Evidence of appropriate professional development at a leadership level. (1)

OTHER

- A willingness to work flexibly according to the demands of the post. (1)
- Commitment to observing the University's Equal Opportunities Policy at all times. (1)
- Empathy with the aims and objectives of the University. (1,3)

CONDITIONS OF SERVICE

The position is full time and open ended. Salary will be on the Management & Specialist Grade 9 scale, and a competitive salary will be confirmed on offer of appointment. The University offers a substantial benefits package, including a pension scheme. More information can be found at: www.lboro.ac.uk/services/hr/jobs/employee-benefits

The appointment will be subject to the University's normal Terms and Conditions of Employment for Academic and Related staff/Operational and Administrative staff, details of which can be found at: www.lboro.ac.uk/services/hr/conditions-of-service

The University is committed to enabling staff to maintain a healthy work-home balance and has a number of family-friendly policies which are available at: www.lboro.ac.uk/services/hr/a-z/family-leave-policy-and-procedure---page.html.

We also offer an on-campus nursery with subsidised places, subsidised places at local holiday clubs and a childcare voucher scheme. Further details are available at: www.lboro.ac.uk/services/hr/a-z/childcare-information---page.html

In addition, the University is supportive, wherever possible, of flexible working arrangements.

We also strive to create a culture that supports equality and celebrates diversity throughout the campus. The University holds a Bronze Athena SWAN award which recognises the importance of support for women at all stages of their academic career. For further information on Athena SWAN see www.lboro.ac.uk/services/hr/athena-swan

APPLICATION AND INTERVIEW

Application

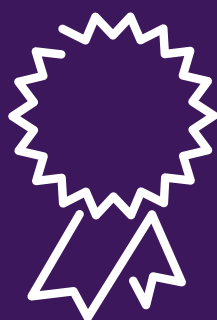
Please find more information online at: www.lboro.ac.uk/join-us/DirectorRandE

For all enquires about the role, including an informal conversation if you are interested, please contact Ally McDonald Alonso, Assistant Registrar (Strategic Recruitment) on A.McDonal dalonso@lboro.ac.uk

The closing date for applications is 15 December 2018.

Interview

Informal visits will take place in January and we will be holding formal interviews on the **6 or 7 February 2019.**



THE TIMES AND
SUNDAY TIMES GOOD
UNIVERSITY GUIDE 2019

**UNIVERSITY
OF THE YEAR**