

Job Description: Associate Pro Vice-Chancellor (Doctoral College)

About the Doctoral College

The Doctoral College leads and champions all aspects of postgraduate research at Loughborough University. It brings together academic and professional services colleagues from across Schools and central functions to ensure a cohesive, supportive, and high-quality experience for our Doctoral Researchers (DRs), while aligning with the University's strategic ambitions.

Role Purpose

To provide strategic academic leadership of the Doctoral College, supporting the Pro Vice-Chancellor for Research and Innovation (PVC-RI) in the delivery of the University's research and innovation strategy, particularly in relation to the postgraduate research environment and doctoral researcher development.

Key Responsibilities

1. Strategic Leadership and Delivery

- Lead the academic development of the Doctoral College to ensure Loughborough provides a world-class environment for doctoral study.
- Work collaboratively with Associate Deans for Research and Innovation and Directors of Doctoral Programmes to ensure research degree programmes are of the highest quality, supported by excellent supervision.
- Partner with the Doctoral College's professional services lead and other senior colleagues to oversee effective performance across key areas including:
 - DR recruitment and admissions
 - Stipend allocation and funding
 - Training and skills development
 - Career support and academic progression
 - Supervisor development and academic standards

2. Engagement and Representation

- Foster a strong, inclusive culture of staff-student partnership by engaging regularly with the Students' Union and DR representatives through the Experience Board.
- Lead efforts to sustain and grow the doctoral population, including setting and reviewing intake targets, managing funding balances, and driving new external funding streams.

- Represent the Doctoral College on University committees including Research and Innovation Committee and Senate, and chair the Doctoral College sub-committee.

3. Collaborative Training and Partnerships

- Lead Loughborough's involvement in collaborative doctoral training partnerships, both nationally and internationally.
- Work closely with external partners and funders to develop new opportunities and raise the profile of doctoral training at Loughborough.

4. Academic Integrity and Quality

- Contribute to University procedures relating to doctoral appeals and academic misconduct in line with Regulation XXVI.
- Represent the University externally in matters related to postgraduate research and other areas of high level skills and development as appropriate.

General Requirements

The postholder is expected to continue contributing to their academic discipline through teaching, research, and/or enterprise, maintaining a strong personal academic profile.

Reporting and Term

- **Reports to:** Pro Vice-Chancellor (Research and Innovation)
- **Direct reports:** None
- **FTE:** 0.6 nominal (recognised in workload model)
- **Term:** Appointment will initially run from 1 August 2025 for 3 years, with potential renewal for up to three further years.
- **Eligibility:** Open to internal candidates only.

Application Process

Interested candidates should submit a **one-page statement** (Arial Point 11) outlining:

- How they meet the person specification
- Their vision for the role

Applications should be sent to RIO HR (rio.hr@mailbox.lboro.ac.uk) by **03.07.2025**. Applicants must confirm support from their Dean of School in their covering email.

The interview date will be **11.07.2025**

Informal enquiries are welcomed and should be directed to Stacey Croucher, PA to the Director of RIO, who will be able to arrange a conversation between the Director and applicants - s.s.croucher@lboro.ac.uk

Person Specification

Essential	Desirable
Professorial status	Experience chairing University-level committees
Proven academic leadership and ability to influence across the institution	Experience working across Schools and with senior Professional Services colleagues
A clear strategic vision for postgraduate research aligned to University priorities	Experience supporting academic quality assurance processes
Understanding of external funding opportunities for PGRs	Successful track record in securing external PGR funding
Strong commitment to enhancing the DR experience	Previous responsibility for Doctoral Researcher matters
Demonstrated success in supervising doctoral researchers	Evidence of innovation in DR supervision practices
Excellent interpersonal, communication, and teamworking skills	Experience representing the University externally