



University of  
**Salford**  
MANCHESTER



School of Science, Engineering and  
Environment  
Director of Human and Natural Sciences



**Role Title:** **Director of Human and Natural Sciences  
(Title of Professor if applicable)**

**Reports To:** **Deputy Dean of School**

### **Overview**

The School of Science, Engineering and Environment is one of the largest within the University, providing opportunities for interdisciplinary working and learning for both colleagues and students across the spectrum of science. The Directorate of 'Human and Natural Sciences' focuses on a wide range of subject areas including Biology and Wildlife, Biomedicine, Chemical Sciences and Physics. Programme delivery ranges from foundation year, through levels 4 to 6 and Level 7 MSc taught/research provision in all areas. The Directorate is very research active, with a high proportion of colleagues undertaking research and supervising PhD students. The focus on the University strategy of industrial collaboration (IC) is underpinned by courses that are IC-ready with a number of Degree Apprenticeship programmes operational and under development. There are approximately 80 colleagues supporting the Directorate and over 1800 students.

### **Role Detail**

#### **Role Purpose**

You will provide strategic leadership and operational management of the Directorate, working collaboratively as a member of the School Senior Executive Group and Senior Leadership Team. You will lead on planning, strategy, and culture development across a diverse range of subject groupings, ensuring staff are future facing, collegiate and equipped to deal robustly with the challenges and opportunities of contemporary Higher Education. You will chair the Directorate Management Group and ensure an effective and robust management structure is in place to deliver strategic objectives across learning, teaching, research, enterprise, and professional activities, whilst ensuring individuals are supported in their academic, personal, and professional development. You will lead a number of Subject Heads and their discipline groups, and will develop an inclusive, high performing and mutually supportive Directorate team which delivers to students a top quality, industry engaged learner experience with excellent outcomes in terms of timely and high-level progression, qualification and employability metrics.

## **Responsibilities**

### **Leadership**

- Develop and promote a vision for the Directorate's contribution to the strategic direction of the School and University.
- Ensure academic plans are developed and maintained for all subject areas within the Directorate, anticipating trends in student and employer demand.
- Develop and support research and enterprise plans and activities within the Directorate which are consistent and aligned to the School's strategic plans.
- Ensure workforce plans are developed and maintained, aligned to academic planning, and anticipated workforce changes.
- Promote an inclusive and mutually supportive culture that encourages collaboration and is solution focused.
- Work collegiately as a member of the School Senior Leadership Team and contribute to the leadership of projects and initiatives across the School and wider University, as agreed by the Dean.
- Work with the Associate Dean (Research and Innovation) and Research Centres to maximise appropriate research outcomes from the Directorate team.
- Develop and operationalise the Directorate's business plan and assist the Dean and Deputy Dean in School-wide business and resource planning.

### **Management**

- Ensure clear line management structures are maintained.
- Ensure performance standards are established in line with School and University expectations, and individual objectives are set and reviewed on an ongoing and annual basis, with personal development plans and pastoral support in place for all colleagues.
- Recruit and develop a high performing team of colleagues that work constructively and creatively to achieve challenging goals and performance targets.
- Identify and support the development of talent, ensuring robust succession plans are in place.
- Ensure effective induction and probation for new staff and facilitate mentoring for early career academics, and colleagues seeking to develop new skills.

- Ensure workloads are set fairly and transparently in line with the University's workload principles and empower colleagues to take responsibility for managing their own workloads.
- Implement strategies to develop scholarship, research and knowledge transfer capability and ensure a contemporary and forward-looking approach to pedagogy, that maximises engagement, achievement, and progression outcomes for students.
- Ensure finances are well managed, and resources are deployed efficiently, and develop compelling proposals and business cases to enhance the resource base of the Directorate to support operational needs and enable future strategic developments.
- Ensure strong compliance with the School and University policies.
- Ensure clear and effective communication within the directorate and contribute to wider communication and engagement activities within the School, University and externally, actively seeking opportunities to celebrate success.
- Lead culture change initiatives within the Directorate, including leading and supporting activities that promote inclusive cultures and a culture of clear expectations and continuous improvement.
- Work with Subject Heads to support them to effectively manage resource provision and establish effective organisation and management processes, including workload and timetabling, in order to ensure the quality of colleague and student experience.
- Engage with and participate in the University's performance review process as both reviewer and reviewee.

### **Quality Assurance and Enhancement**

- Ensure programmes meet all academic and professional standards and conform to the requirements of the University's quality assurance processes and those of relevant Professional, Statutory and Regulatory Bodies.
- Ensure programmes meet and exceed expectations of students and future employers, ensuring student feedback mechanisms are effective, and effective enhancement plans are deployed responsively if aspects of provision fall short of expectations.

### **Other tasks**

- Perform any other duties appropriate to the grade as may be required by your line manager.
- Comply with the personal health and safety responsibilities specified in the University Health and Safety policy.

- Engage with the University's commitment to put our students first and deliver services which are customer orientated, represent value for money and contribute to the financial and environmental sustainability of the University when undertaking all duties and aspects of the role.
- Promote equality and diversity for students and staff and sustain an inclusive and supportive study and work environment in accordance with university policy.
- This role detail is a guide to the work you will initially be required to undertake. It may be changed from time to time to meet changing circumstances. It does not form part of your Contract of Employment.

## Person Specification

Consideration should be given to the following four themes which will be tested at each stage of the recruitment process.

- Teaching and learning
- Research and innovation
- Leadership, management enterprise and engagement
- Internationalisation

## Qualifications

The successful candidate should have:

### Essential:

- A first degree in a relevant discipline
- Hold a PhD (or appropriate higher degree) in related subject area or have equivalent and quantifiable industrial experience at this level

### Desirable:

- Principle Fellowship of the Higher Education Academy (HEA), or international equivalent
- Profile that would satisfy the criteria for a Professorship at the University of Salford

## Background & Experience

The successful candidate should have:

### Essential:

- Experience of managing large teams of staff including performance management and development
- Experience of translating, developing and delivering strategy, and of turning strategies into concrete plans and measures
- A successful record of academic achievement, with a proven track record in scholarship; research; and/or engagement in a discipline relevant to the Directorate
- Experience of leadership and the management of staff groups; including managing in a changing environment, and management of HR matters, including staff development
- Extensive experience of programme / curricula design; development; approval; and management
- Experience of working in professional groups at regional / national and international level

### Desirable:

- Experience of financial management in HE, including significant budgets and financial forecasting
- Membership of Professional, Statutory and Regulatory Body (PSRB) or other body relevant to role
- Experience of using data to design, prioritise and measure performance

## **Knowledge**

The successful candidate should have:

### **Essential:**

- Current issues and priorities in HE relevant to the discipline
- Leading and managing within HE environment
- An understanding of internal and external matters impacting on student experience, and the wider context in which the University operates
- Expert knowledge in own discipline area
- Understanding and demonstrable commitment to embedding EDI principles and practices, including an understanding of how to build capacity to meet educational needs of diverse learners

## **Skills & Competencies**

The successful candidate should have:

### **Essential:**

- Excellent communication, interpersonal and team working skills
- Ability to generate and maintain external links, generating and maintaining external partnerships, and enhancing collaboration
- Ability to manage motivate, coach and support staff and successfully lead teams
- A firm commitment to personal and professional development
- Ability to manage quality procedures within an HE environment

Details of any assessments required will be provided in the invitation to interview letter.

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## **Candidate guidance**

\*\* In order to fully meet the essential criteria candidates must show clear evidence of how they meet the criteria. Simply stating that you have a skill or experience in an area is not sufficient, you must provide a clear example to show how you have met each of the criterion you address.

## About our School

The School of Science, Engineering and Environment (SEE) is a centre of discovery and innovation. With a broad portfolio across computer sciences, engineering, built environment and human and natural sciences, we are one of the largest schools within the University, home to over 7000 students and over 400 colleagues.

Real-world focus is integral to our learning approach. Alongside industry practitioners, we strive to create enriched and tailored opportunities for our students through live projects, collaborative events and work placements, to enhance their future employability and success. We have active Industry Advisory Boards who provide insight and guidance on future developments and are seeking to embed this further.

Our School community is diverse, with students and colleagues from all over the world. Equity, inclusivity and diversity is at the heart of everything we do. Our outreach teams work collaboratively with partners locally and globally to engage students from diverse backgrounds, with a particular focus on attracting more students from minoritized ethnic groups and deprived backgrounds, as well as more women into STEM.

Our Research and Innovation Centres work together to collaborate around the world's greatest challenges including Net Zero, Climate Change and Resilience, Healthy Living and Industry. Our focus is on translating our pioneering research into real-world impact for people and industry and our research is recognised as world leading.

## About our Directorate

The Directorate of Human and Natural Sciences, housed within our School, is home to over 1800 students and approximately 80 academic and professional service colleagues.

We offer a wide range of courses focused around the fields of Biomedicine, Biology and Wildlife, Chemical Sciences and Physics. Each of these subject areas are led by a specialist Subject Head. Our programmes range from foundation year programmes, degrees, and postgraduate Level 6 and 7 MSc and research provision, in most areas. We also have a number of Apprenticeship Degree programmes, with more under development.

We have a collaborative approach to our delivery, with a high degree of co-ordination and module sharing between subject areas, which makes for efficient teaching delivery and knowledge exchange. Our specialist laboratories provide real working environments for our students and have recently been refurbished.

The Directorate is very research active, with a high proportion of colleagues undertaking research and supervising PhD students. At the recent Research Excellence Framework (REF), 25% of our research was judged to be World Leading (4\*) and over 75% Internationally Excellent (3\*).



## Overview of our Courses

**Biomedicine** is our largest subject area, accepting around 150 new students each year. Programmes in this area are professionally accredited by the Institute of Biomedical Sciences. We offer students in this area extra provision to support progression into Graduate Entry Medicine and Physician Associate courses.

Our trio of MSc programmes in the areas of Biotechnology, Biomedicine and Drug Design, takes on nearly 200 students a year, to include a high proportion of international students.

**Biology and Wildlife** offers a wide range of degrees from single subject biology, marine biology and zoology to specialist wildlife conservation courses. All of the bioscience programmes are professionally accredited by the Royal Society of Biology. Level 5 students in Biology, Biochemistry and Wildlife also have the opportunity to be considered for a USA exchange programme and field work (including international field courses), a unique selling feature for this subject area.

**Chemical Sciences and Physics** run successful programmes in Biochemistry, Pharmaceutical Sciences, Chemistry and Physics. Our Chemistry and Physics programmes are professionally accredited by the Royal Society of Chemistry and the Institute of Physics.

## HOW TO APPLY

The University of Salford has engaged the services of Saxton Bampfylde as an employment agency advisor to manage this appointment.

Interested candidates should apply for this role through their website at [www.saxbam.com/appointments](http://www.saxbam.com/appointments) using the code **MUSB**.

If you are unable to apply through the website, please email [belinda.beck@saxbam.com](mailto:belinda.beck@saxbam.com) quoting reference **MUSB**.

Closing date for applications is midnight **Sunday 1<sup>st</sup> October 2023**.

Following a longlist meeting of the Selection Panel, successful candidates will be invited to attend preliminary meetings with Saxton Bampfylde **w/c 9<sup>th</sup> and 16<sup>th</sup> October 2023**

Informal first stage interviews and will take place on **Wednesday 8<sup>TH</sup> November 2023**

Final interviews will take place on **Monday 13<sup>th</sup> November 2023** at Salford.

*Please diarise these dates accordingly.*

## APPLICATIONS:

In order to apply, please submit a comprehensive curriculum vitae (CV) along with a covering letter setting out your interest in the role and details of how you match the required criteria.

Please include current salary details and the names and addresses of three referees. Referees will not be approached until the final stages and not without prior permission from candidates.

*All candidates are also requested to complete an online Equal Opportunities Monitoring Form as part of the application process. This will assist the University of Salford in monitoring selection decisions to assess whether equality of opportunity is being achieved. Any information collated from the Equal Opportunity Monitoring Forms will not be used as part of the selection process and will be treated as strictly confidential.*

## GDPR personal data notice

According to GDPR guidelines, we are only able to process your Sensitive Personal Data (racial or ethnic origin, political opinions, religious or philosophical beliefs, trade union membership, genetic data, biometric data, health, sex life, or sexual orientation) with your express consent. You will be asked to complete a consent form when you apply and please do not include any Sensitive Personal Data within your CV (although this can be included in your covering letter if you wish to do so), remembering also not to include contact details for referees without their prior agreement.

# Saxton Bampfylde

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