Appointment of

# DEAN OF THE BUSINESS SCHOOL

**October 2024**

Saxton Bampfylde

Edinburgh Napier
UNIVERSITY

# Edinburgh Napier University

**Number one modern university in Scotland**

(Times Higher Education World University Rankings 2024)

**Number one university in Edinburgh**

for student satisfaction

(National Student Survey 2020, 2021, 2022 & 2023)

**Top 10 UK modern university**

(Times/Sunday Times Good University Guide 2023)

**Top Scottish modern university**

for research power and impact

(REF 2021)

Since our establishment as Napier Technical College in 1964, Edinburgh Napier has evolved into a bold, progressive university with a reputation and impact that stretches far beyond our shores. But while we've risen in rankings and grown in scope and academic reputation over the years, we've stayed true to our heritage as an institution that prepares graduates effectively for a range of careers and advances knowledge that has a positive impact on people's lives.

For our students and researchers, this means that learning and discovery doesn't just take place in the laboratory or the classroom – it happens also in real work environments. That's what makes us different. Year on year, we deliver personalised education, work-related learning and innovative research that makes a difference and matters, making positive change a daily reality.

We are a broad-based university with five academic schools: the School of Health and Social Care; the School of Applied Science; the School of Computing, Engineering and the Built Environment; the School of Arts and Creative Industries; and the Business School.

Our three Edinburgh campus locations at Sighthill, Merchiston and Craiglockhart provide a diverse network that supports the rich sense of belonging and identity shared by our community. With nearly 22,000 students from over 150 countries on campus, online and at partner universities worldwide and more than 250 degree courses on offer, as well as extensive continuing professional development, transnational education and online learning options, we are carving out a distinct position as an enterprising and innovative institution with an excellent student learning experience.

From our award-winning international campaign to tackle period poverty, our pioneering cardiovascular research on the global detection of abnormal heart rhythms, and our nationally recognised cyber security programs and highly valued Cyber Academy, to our work on complex post-traumatic stress disorder, and our UN award-winning research on mangrove forests and their contribution to environmental sustainability, we are committed to making positive change happen through groundbreaking research, impactful partnerships and the skills and attributes of our graduates that push the boundaries of knowledge.

Our 2022 "Shaping our Future: Driving Distinctiveness", is a forward-thinking roadmap aimed at propelling Edinburgh Napier into a distinctive position within the educational landscape.

## Our strategy outlines a clear and ambitious vision for innovation and excellent across four themes:

**Build Careers** – reflects our strong ethos of applied learning and career development, helping create opportunities for all members of our University community to flourish and succeed. We believe this emphasis on personal growth and development, and our approach of connecting research, teaching, professional practice and enterprise is key to helping our students and people build and excel in their careers. With our foundations firmly rooted in the professional, applicable and accredited, complemented by our inclusive networks, we pride ourselves in enabling our staff and students to develop, face challenges, influence policy and practice, and shape our future for the better.

**Grow Networks** – recognises the emphasis we place on connecting communities locally, nationally and internationally – between our students, people, partners, industry and civic society. These networks are critical in ensuring our curriculum, research and innovation are forward-looking and delivering impact near and far. A strong tenet of collaboration and inclusion runs through the University and, by connecting communities, we aim to enhance the opportunities for our students and staff to develop, adapt, and contribute, all while build their careers, and maximising their impact and influence wherever they are from or go.

**Advance Knowledge** – speaks to the applied and relevant nature of our research and innovation that delivers impact, improving the lives of individuals and communities and sustaining the wellbeing of people and planet. Our focus on fostering a healthy and nurturing academic environment that supports enquiry and curiosity, alongside leading-edge research will enable our staff and students to thrive. At the same time, our unique breadth of academic disciplines at a scale that can facilitate interdisciplinary working, along with our focus on local and international connections, will enable us to make a difference to the communities on our doorstep as well as towards the grand challenges facing society now and into the future.

Our commitment to **Growing Sustainably** – is not just focused on our financial sustainability as an institution in these challenging economic times but bakes in our wider sustainability responsibilities and opportunities. Beyond a 2030 net zero target for our carbon emissions, we have committed to influencing environmental sustainability within and beyond our campuses. And as signatories of the United Nations Sustainable Development Goals Concordat, we are wholly committed to playing our part towards peace and prosperity for people and the planet, now and into the future through our operations, curriculum, research and partnerships.

In 2023, we launched our first brand campaign, Must Be Napier – an impactful, challenging and energetic showcase of difference-making staff, students, alumni and ideas. This campaign exceeded our expectations in terms of raising the profile of the University and improving brand recognition, all while showcasing our pride points.

Guided by our future-focussed strategy, compelling brand and inspiring leadership, the coming years will see Edinburgh Napier continue to contribute to Scotland's National Strategy for Economic Transformation and make significant positive differences to people's lives, the climate and Scotland's place on the global stage.

# International



Edinburgh Napier has an impressive history of global engagement, and internationalisation is at the heart of our work.

As a high performing Scottish university, based in the UK's second-best student city (QS Best Student Cities 2024), we are ideally placed to appeal to a global market. Our community benefits from having around 4,000 EU and international students on-campus in Edinburgh – the equivalent of 31% of our on-campus student population. This international and EU on-campus population are made up of 18% undergraduate students and 82% taught and research postgraduate students. These overseas students make a significant contribution to the vibrancy of our campuses, and we are committed to supporting their success and enhancing their experience.

In 2023, Edinburgh Napier launched an international pathway college, in collaboration with Oxford International Education Group, to offer students from around the world a new route into our undergraduate and postgraduate degree programmes.

## Transnational and Global Online education

The University has extensive transnational education (TNE) partnerships dating back over 50 years and a highly successful track record of delivering degrees overseas. Around 6,000 or 30% of our total student body across the university are taught in their home country through our transnational education partnerships or Global Online (GO) provision.

We currently deliver transnational education with partners in China, Hong Kong, Singapore, Sri Lanka, Switzerland and Vietnam, and we have plans in place to grow our portfolio with several new opportunities currently being explored. Since 2012, our Global Online platform has delivered 16 programmes to over 7,900 students worldwide. Between our TNE and GO provisions, we generated £10m income in 2022/23.

## A worldwide presence

We also recognise the value of providing our students with options for an international experience as part of their degree programme and ensuring our staff have opportunities to connect with international partners through our networks. We are a founding member of the U!REKA European University Alliance – an association of over 30 HE institutions and partners – which received prestigious European University Initiative funding in 2023.

With overseas recruitment offices in China, India, Malaysia, Nigeria, Pakistan and the USA, we have an established foothold in some of the UK HE sector's most significant international markets, and our global network of over 165,000  alumni across 183 countries reflects our growing international presence.

# Colleagues, culture and inclusion

We recognise the vital role our colleagues play in delivering our strategy, creating a great experience for our students, and enhancing our reputation as a top modern university. In return, we aim to provide a rewarding experience that ensures our colleagues feel valued by the University.

We do this by attracting people whose values align with those of the University and who are equipped with the skills to progress  our strategic goals. We have a strong and continuing focus on building an employee brand and experience that makes people want to join us and to make a difference through their roles.

We encourage a healthy working environment, promoting positive health and wellbeing and inclusion practices to ensure all colleagues feel supported throughout their time with us and can realise their full potential.

# Culture

Our culture is underpinned by four core values: inclusive, professional, ambitious and innovative. This includes taking pride in how the University is perceived, aspiring to continuous improvement, proactively seeking out ways to make a positive difference, and contributing to a culture of support, belonging and respect.

We appreciate that our values and leadership behaviours are what differentiate us. We want to be recognised as acting with respect and integrity and creating an environment where everyone feels proud, confident, challenged and supported. When talking about performance, we place an important emphasis not just on what has been delivered but how it's been delivered.

Our regular survey, Your Voice, gives our colleagues the opportunity to share what matters to them most; listening to and understanding the experience of colleagues is a critical part of efforts to continue to drive improvements in engagement. Finally, our peer-to-peer nomination scheme, Colleague Recognition Awards, is designed to recognise the hard work and passion demonstrated by staff across the University.

# Inclusion

We are committed to building a diverse and inclusive workplace where staff can be themselves, and we promote equality of opportunity in all that we do. We also focus on creating an inclusive teaching environment and are committed to widening participation and positive educational outcomes. We are currently reframing our approach to equality, diversity and inclusion (EDI) and have recently reshaped our equality outcomes to ensure we are aligned to the refreshed National Equality Outcomes as set by the Scottish Funding Council.

It's our aim to continue to increase staff diversity to ensure we are reflective of our student community, and we are investing in new approaches to make our recruitment process more inclusive to support that. At present, 14% of colleagues in our senior manager population are from a global majority background. We are continuing to build more diversity in this population and across the whole university.

Work on building gender diversity in senior roles across the University has resulted in improvements in our gender split at a senior level (as outlined below) and our University Court has a 48% female representation, which includes our elected and ex-officio members, and 50% female representation in the lay/appointed membership. Our mean gender pay gap is currently 6.58%.

- University Leadership Team: 4 female and 3 male
- Senior Leadership Team (Deans/Directors): 5 female and 6 male
- Professorial: 32 female and 48 male
- Professional Services (Head of Service Provisions): 8 female and 9 male

Finally, our staff networks are key in building inclusion into our everyday policies, procedures and behaviours. At present we have six staff networks: Armed Forces, BAMEish, Carers, Interfaith, LGBT+, and the Women's Network. Whilst we are proud of the progress we have made in developing an inclusive culture at the University, we recognise that we have a lot more to do.

# The Business School

## Proud of our top rankings

- The Business School scored 87% for overall satisfaction - National Student Survey 2023

- 85% of The Business School graduates are in work or further study 15 months after graduation - Graduate Outcomes Survey, HESA

- Top 10 UK Modern University for Accounting & Finance - Sunday Times' Good University Guide 2024

- Top 10 UK Modern University for Law - Sunday Times' Good University Guide 2024

- Top 10 UK Modern University for Hospitality, Leisure, Recreation and Tourism - Sunday Times' Good University Guide 2024

# Business School for empowerment, enterprise and employability for all

We align our teaching and research to the current and emerging needs of business, and our courses at undergraduate and postgraduate level are accredited by many leading industry and professional bodies. Read more about **the School's strategy as the needs of the business world evolve more and more rapidly.**

Around the world, **Covid-19** impacted every sector of the economy in 2020 and our staff were active to support business leaders as they managed their response. Discover more **here** - including webinars on key themes delivered by senior leaders among our alumni, our academic staff and visiting professors. Read more about our **Industry Links.**

**The Bright Red Triangle** is our start-up incubator that supports our students, staff and alumni in developing enterprise skills and capturing business opportunities. We provide members with business advisers and a co-working space, where entrepreneurial people can come together to connect and collaborate on exciting new projects and ventures.

In 2023, Edinburgh Napier University **earned business accreditation from AACSB International,** the longest-serving global accrediting body for business schools. The accolade, which recognises ENU's Business School for excelling in teaching, research, curriculum development, and student learning, is held by less than six per cent of global institutions that offer business degrees.

# Our research

Research at the Business School has an applied focus, is policy and practice led, and is of both national and international relevance. In REF2021, the research activity at Edinburgh Napier University assessed as 'internationally excellent' and 'world-leading' is at 68%, moving us to the top position among Scotland's Modern universities for both research power and research impact.

Our research is disseminated through high quality publications, strengthening both our teaching and professional development activities. Research is focused on three Research Centres - **The Centre for Child and Family Law and Policy**; **The Centre for Military Research, Education and Public Engagement**; and **The Tourism Research Centre**.

To find out more about The Business School, please visit **https://www.napier.ac.uk/about-us/our-schools/the-business-school**

# The role

**GRADE**
SLT

**LOCATION**
Craiglockhart,
Edinburgh

**LINE MANAGER**
Deputy Vice Chancellor
and Vice Principal
Learning & Teaching

The Dean will provide strategic leadership in the growth and development of one of the largest and most modern Business Schools in Scotland, playing a key role enabling the University to achieve its strategic ambitions and goals. The Dean should seek to maintain and expand working relationships with partners as well as identify commercial opportunities for growth and income, in particular Executive Education and CPD. As the University places high importance on building and maintaining collaborative and enterprising links with industry and practice, the Dean will have responsibility for encouraging all staff to have broad networks and utilise these to drive innovation and benefit students.

The Dean will work to continue to enhance the academic and professional standing of the School by leading and supporting the delivery of high-quality research, scholarly activity and professional practice undertaken by staff in the school. They will have responsibility for attracting, developing, and retaining academics that are renowned in their field and for growing the existing research and professional activities that underpin the disciplines so that the school has a strong academic standing both nationally and internationally.

The Dean must also work with colleagues to ensure the School provides an excellent experience to students while they study with Edinburgh Napier University and beyond. All students are expected to receive excellent, innovative, and highly relevant teaching and quality feedback from supportive academics enabling students to achieve their potential and meet the demands of a changing world of work. The Dean will be expected to develop a culture of high performance and continuous improvement, seeking regular feedback and evaluation, and acting upon their insights. The Dean will be responsible for ensuring that the school can continue to invest in the latest resources and provide the best experience for students, growing School income through research, Knowledge Exchange, partnerships, and international activities.

As a member of the University's Senior Leadership Team, the Dean of the Business School will be an outstanding leader in their field.

## Line Management Responsibility for:

With overall accountability of around 150 staff, the Dean of the Business School will have direct line management responsibility for:

- Deputy Dean
- Associate Dean, Research & Innovation
- Associate Dean, Learning & Teaching
- Associate Dean, International
- Head of Accreditation
- Heads of Subject Groups x7

# Main duties and responsibilities

## Provide outstanding academic and personal leadership to the school through:

- The creation, articulation and achievement of a coherent and compelling vision, strategy, and plan of delivery.

- The attraction, management, and retention of talent to achieve academic excellence, supported by internal performance and development processes, together with clear development and succession plans.

- Plans that engage and motivate staff, associates, and stakeholders to deliver activities in support of the vision.

- Role modelling a range of leadership behaviours, enabling academic leadership development opportunities and inspiring all staff and associates to achieve the highest standards of research, teaching and learning.

- Enhancing the range of disciplines and subjects represented in the school, ensuring we are providing the most appropriate offer

- Exceptional communication skills and an ability to inspire, develop and manage School performance across all levels.

- Building leadership capability, research profiles and academic reputation as required across staff.

- Representing and promoting the School and University in a wide range of internal and external contexts across relevant and emerging industry sectors.

- The motivation and engagement of staff and demonstration of effective leadership in upholding the University's values.

- Regular opportunities for effective team working and positive staff engagement in all activities.

- Measurable objectives for all staff which link to the school plans and provide clear opportunities for school performance, personal and professional growth.

- Lead, develop and manage a high performing team who have clear objectives for which they are accountable and aligned to the university's strategic priorities, ensuring adherence to the My Contribution process.

## Ensure the effective operational management of the school and ensure:

- Consistency and compliance with university policy and process.

- That the School operates commercially and uses resources effectively.

- Effective operational plans exist for delegation and clear lines of accountability within the school.

- Financial forecasting and planning to deliver strategic targets.

- Delivery and measurement of the quality of student experience within the school.

- Effective and efficient engagement with university policy and governance.

## Develop a commercial strategy and associated financial and operational plans in partnership with staff by:

- Ensuring staff have clear, measurable targets and associated measurements associated to commercial targets.

- Identifying and pursuing external funding and income generating activities for the school through varied avenues across sector, funding, and commercial markets.

- Leading school planning appropriately to achieve domestic and international student recruitment and retention targets.

# Manage and develop the school's academic portfolio, and contribute to the development of the wider University academic portfolio through:

- Accountability for the delivery of undergraduate, postgraduate and CPD programmes with respect to cost, quality, retention, and other measurable targets, wherever delivered.

- Demonstrating a detailed commercial understanding of external market trends (UK and beyond) for courses and programmes.

- Consistently reviewing and identifying opportunities to refresh and ensure ongoing strength of performance within undergraduate programmes and develop new post-graduate programmes.

- Supporting academic development of staff to ensure excellence throughout delivery of the portfolio.

## Deliver the University agenda for academic growth by:

- Ensuring the achievement of an excellent student experience across all programmes delivered in the school.

- Working in conjunction with colleagues across the University, ensuring the academic portfolio matches demand and delivers strategic targets.

- Driving the growth of research, knowledge exchange, enterprise, and public engagement.

- Developing the capacity for research degree supervision amongst the academic staff of the school ensuring that efficient processes are in place for maintaining academic integrity and enhancing academic quality.

- Lead on ensuring that all aspects of Health and Safety measures, mitigation and governance are embedded across the school.

- Be responsible for ensuring that the information and records processed (received, created, used, stored, destroyed) on behalf of the University are managed in compliance with ALL applicable legislation, codes, and policies, e.g., Data Protection, Information Security, Records Management.

- Any other responsibility commensurate with the role.

# Person specification

| | ESSENTIAL | DESIRABLE |
|---|---|---|

## Education / Qualifications

- PhD / Doctorate in relevant field. — Desirable ✓
- Meets Professorial criteria in line with our Academic Leadership Framework in any pathway. — Essential ✓
- Membership to Relevant professional bodies — Essential ✓
- Sustained internationally excellent academic research profile; — Desirable ✓

## Skills / Experience

- Academic leadership at a senior level in a setting that is comparable in scale and complexity; — Essential ✓
- Significant experience at a senior leadership level, with a clear vision and the ability to engage others in that vision; — Essential ✓
- Strong academic record or equivalent professional standing, with a widely recognised expertise and authority in your subject discipline — Essential ✓
- Significant experience to think and plan strategically, articulate priorities and deliver change positively in a complex environment to achieve results; — Essential ✓
- Ability to be creative and innovative in devising solutions; — Essential ✓
- Extensive experience of managing budgets, staff resources and performance; — Essential ✓
- Operates professionally, collectively, and collaboratively within teams, inspiring others; — Essential ✓
- Evidence of building and maintaining stakeholder relationships and partnerships between education providers and with industry partners; — Essential ✓

✓

| | ESSENTIAL | DESIRABLE |
|---|---|---|
| Proactively engages with all staff in a visible and meaningful way to lead from the front and inspire all within the school. | | |
| Experience of managing a relevant sized department with diverse disciplines; | | ✔ |
| Experience of managing and supporting staff to ensure demonstrable improvements in income, quality, student experience and research outputs; | | ✔ |
| Significant experience of leading cultural change; | | ✔ |
| Evidence of ability to generate academic growth through partnership and collaboration, specifically including international development, CPD and executive education; | | ✔ |
| Evidence of ability to lead significant change projects; | ✔ | |
| Willingness to travel internationally occasionally when required; | | ✔ |
| Ability to deliver demonstrable improvements in educational performance, research, knowledge exchange, student numbers and programme development. | | ✔ |

# Terms of Appointment

- **Location**: Craiglockhart, Edinburgh

- **Salary**: Competitive

- **Pension**: Highly competitive employer pension contribution; rates of up to 26% with the option to make additional voluntary contributions

- **Annual leave**: 46 days (36 days personal + 10 fixed days)

- **Benefits**: Flexible and hybrid working, enhanced family friendly leave, Benenden Healthcare and more. For details visit https://www.napier.ac.uk/about-us/work-with-us/staff-benefits

## Due diligence

Due diligence will be carried out as part of the application process, which may include searches carried out via internet search engines and any public social media accounts.

# How to apply

**Saxton Bampfylde Ltd is acting as an employment agency advisor to Edinburgh Napier University on this appointment.**

Candidates should apply for this role through our website at www.saxbam.com/appointments using code **IPNUN**.
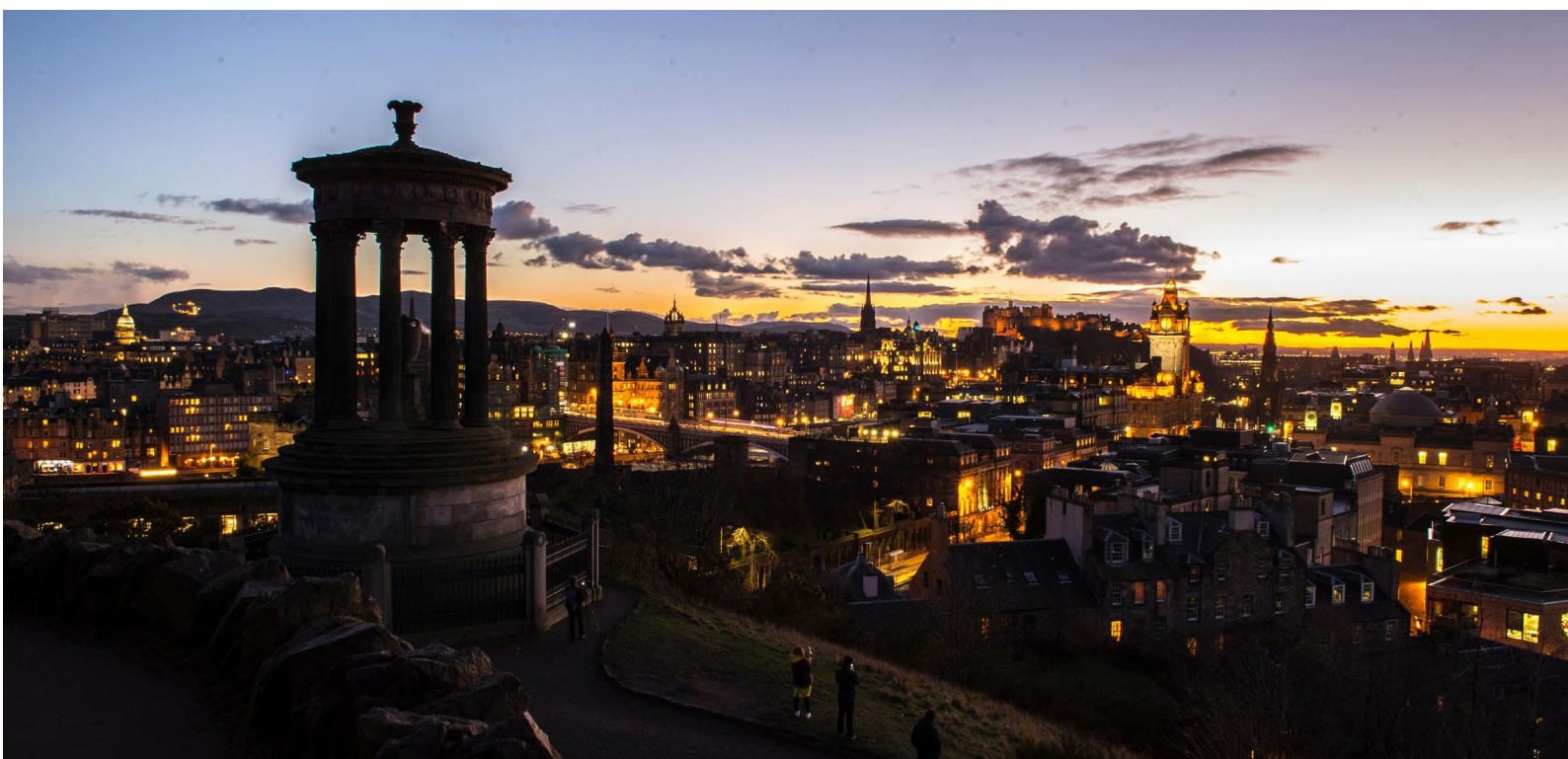
Click on the 'apply' button and follow the instructions to upload a CV and cover letter and complete the online equal opportunities monitoring* form.
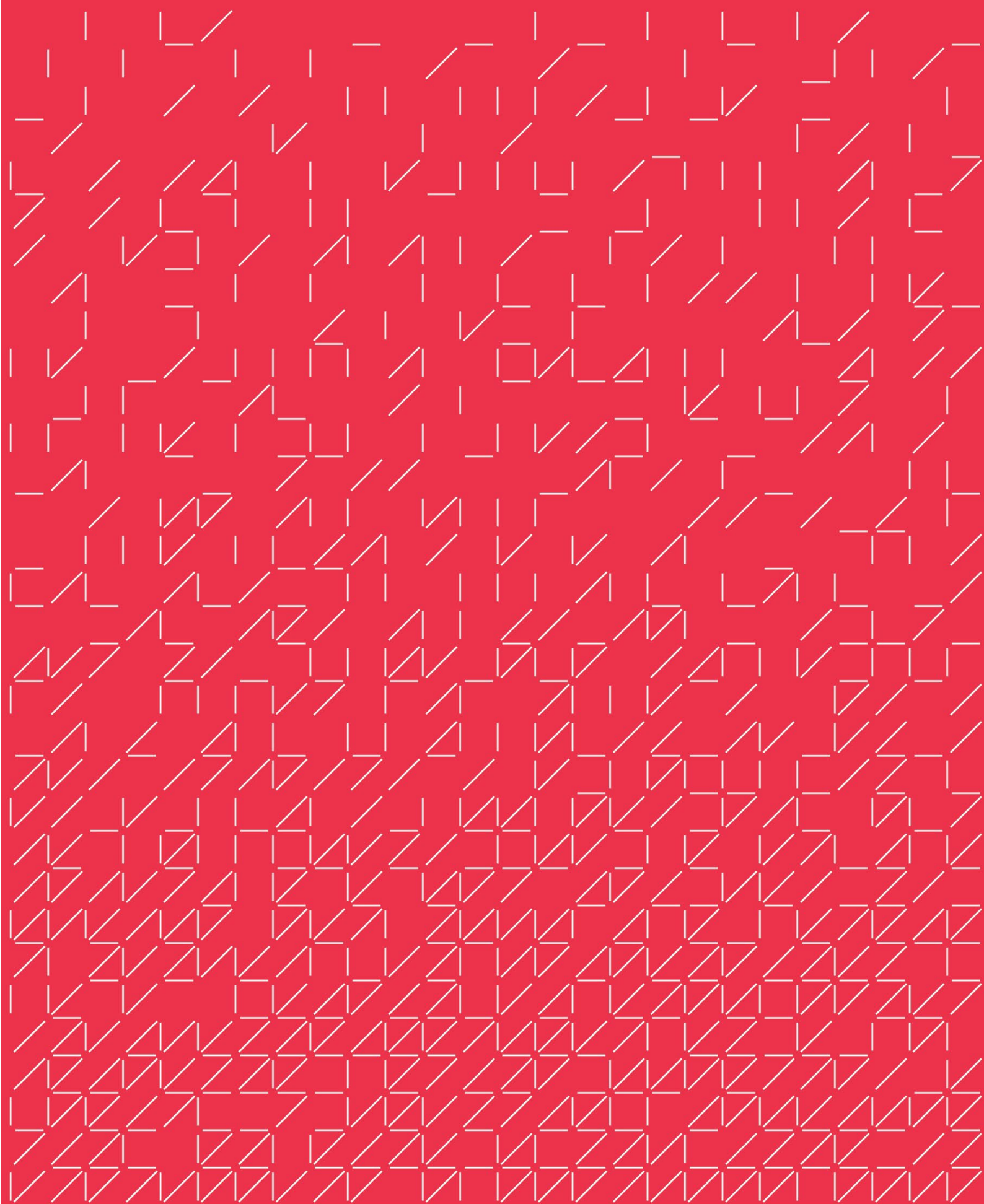
The closing date for applications is noon on **Friday 8 November 2024.**

\* The equal opportunities monitoring online form will not be shared with anyone involved in assessing your application. Please complete as part of the application process.

**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.