



1 Advertisement

Post Title: Professor and Head of Department of Management

School/department: University of Sussex Business School/Department of Management

Hours: Full time. Requests for flexible working options will be considered (subject to business need).

Contract: permanent

Reference: 8711

Salary: Competitive

Placed on: 27 May 2022

Closing date: 19 July 2022. Applications must be received by midnight of the closing date.

Was previously closing on 13 June 2022.

Expected Interview date: 29 June 2022.

Expected start date: ASAP

The Department of Management is looking to recruit a Head of Department to lead the next phase of the department's development. The successful candidate will also hold a substantive professorship within the department and contribute to our research culture and teaching portfolios. We are inviting applications from candidates with expertise in any of the following four subject areas including, Human Resource Management; Organisational Behaviour; Information Systems or Operations Management.

The Department of Management hosts the ESRC-funded Digital Futures at Work Research Centre, that is leading research on digital working and the future of work. Taking sociological, organizational and psychological perspectives, colleagues in the Department of Management conduct research in leadership; HRM, organisation studies; business ethics; AI and the platform economy; digital entrepreneurship; sustainability and operations management. We have expertise in a range of sectors and The Department of Management follows research-led teaching and has a rich programme portfolio that includes the BSc in Business and Management Studies; MSc in Organisational and Occupational Psychology; MSc in Human Resource Management; MSc in Management; MSc in Global Supply and Logistics Management programmes and the Sussex MBA.

We invite applications from researchers that demonstrate enthusiasm to contribute to our Department's research culture, through publications in leading journals and research leadership, and to our taught programmes.

For informal enquiries, please contact Professor Steve McGuire, Dean of the Business School (S.Mcguire@sussex.ac.uk) or Catherine Liston-Heyes, Associate Dean for Faculty and Resources (C.Liston-Heyes@sussex.ac.uk)

“Please note that this position may be subject to [ATAS clearance](#) if you require visa sponsorship.”

For full details and how to apply see our [vacancies page](#)

The University of Sussex values the diversity of its staff and students and we welcome applicants from all backgrounds.

2. The School / Division

As the University of Sussex celebrates its 60th anniversary, join our award winning, accredited, top ranking Business School. Across strategy and marketing, management, accounting and finance, economics, sustainability, science and technology policy, the University of Sussex Business School innovates and leads in research, teaching and career development.

The Business School has a strong international reputation and is both EQUIS and AMBA accredited. We are ranked 13th in the UK and World Top 100 for Business and Economics (Times Higher Education World University Rankings 2022) and second in the UK for research income (CABS). We are 9th in the UK and World Top 50 for Supply Chain Management Masters; and UK Top 20 and World Top 100 for Masters in Management (QS Business Masters Rankings 2022).

Our research output is world leading and we are 20th in the UK for Business and Management (Research.com 2022). We have excellent graduate employability outcomes and for graduate prospects on track, we are 8th in the UK for Business and Management Studies (Complete University Guide 2022).

We subscribe to the Principles of Responsible Education Management which support the United Nations Sustainable Development Goals. The School comprises five departments: Accounting and Finance, Economics; Management; Strategy and Marketing, and SPRU (Science Policy Research Unit). Find out more [online](#).

3. Job Description

Job Description for the post of: Head of Department and Professor

Department:	Management
Section/Unit/School:	University of Sussex Business School (USBS)
Location:	Falmer, Brighton
Grade:	10
Responsible to:	Dean of the University of Sussex Business School

PRINCIPAL ACCOUNTABILITIES

1. To provide academic leadership in the delivery of research and teaching in the Department of Management, in support of the School's strategy.
2. To engage in high-quality research activity resulting in high-quality publications to be submitted to the REF at acceptable levels of volume and academic excellence; to lead major research projects; to consistently secure research funding and third-stream income; and to play a key role in the development and implementation of the School research strategy.
3. To provide guidance, support and mentoring to junior members of staff working in the same or cognate research areas.
4. To play a key role in supporting the management activities of the School and University.

KEY RESPONSIBILITIES

1. Teaching & Student Support

- 1.1 Lead the innovative design, development and delivery of the overall curricula.
- 1.2 Develop the quality assurance framework within the University's overall framework e.g. for the validation and re-validation of courses.
- 1.3 Regularly review and update course content and teaching materials, ensuring that they remain up-to-date and relevant, incorporating advances in the subject area and utilising appropriate technology.
- 1.4 Set, mark, and assess work and examinations; select appropriate assessment instruments and criteria; and provide constructive and comprehensive feedback to students.
- 1.5 Actively maintain an understanding of appropriate pedagogy in the subject area.
- 1.6 Provide academic leadership and inspiration to those teaching within subject area.
- 1.7 Supervise PhD students and/or externally-funded post doctoral staff.
- 1.8 Undertake and complete administrative duties required in the professional delivery of teaching.
- 1.9 Undertake academic advising duties, and provide first-line support for sensitive issues, referring on as appropriate to services providing further assistance.
- 1.10 Adopt an approachable and accessible attitude towards students, offering office hours, informal advice etc.

2. Research, Scholarship & Enterprise

- 2.1 Play a leading role in the development and implementation of School research strategies and themes, and lead and co-ordinate research activity in own subject.
- 2.2 Identify and develop research objectives, and proposals for own or joint research.
- 2.3 Carry out independent research and act as a Principal Investigator or project leader on major research projects. This may involve leading and line-managing the staff including their recruitment, probation, mentoring, performance review and staff development; managing the budget, and taking responsibility for the delivery of the programme.
- 2.4 Define research objectives and questions, review and synthesise the outcomes of research studies, and develop ideas for application of research outcomes.
- 2.5 Develop proposals for major research projects which will make a significant impact, and lead to an increase in knowledge or understanding or the development of new explanations, insights, concepts or processes.

- 2.6 Produce high-quality research outputs that are world-leading in the field, for publication in monographs or recognised high-quality journals, or performance/exhibition, as appropriate, and make a significant contribution to the School's REF assessment at acceptable levels of volume and academic excellence.
- 2.7 Make presentations at national and international conferences or exhibit work in other appropriate events of a similar standing, and play a lead role in identifying ways to disseminate research outputs informally via the internet, the media and other forms of public engagement.
- 2.8 Develop and maintain an independent research reputation by, for example, serving on peer review committees, or acting as a referee for journal articles or research grant applications.
- 2.9 Play a key role in the internal management of the REF assessment exercise.
- 2.10 Play a lead role in identifying sources of funding and securing bids, both individually and in collaboration with others.
- 2.11 Play a lead role in identifying and exploring opportunities for enterprise activity, knowledge exchange income and/or consultancy.
- 2.12 Provide academic leadership and inspiration to those working within own research area, and foster inter-disciplinary team-working.
- 2.13 Lead and develop internal and external networks to foster collaboration on both an individual level and on behalf of others in the School, share information and ideas, and promote the subject and the University, both nationally and internationally.
- 2.14 Develop successful links with external contacts such as other educational and research bodies, employers, professional bodies and other providers of funding and research initiatives to foster collaboration and generate income, and to influence the external research and policy agenda.
- 2.15 Contribute to the enhancement of research quality and thinking in the field by being involved in quality assurance and other external decision-making bodies.
- 2.16 Act as a leading authority in the field or specialism, developing new knowledge, understanding and innovation in the area.
- 2.17 Conduct risk assessments and take responsibility for the health and safety of others, if required.

3. Contribution to School & University

- 3.1 Attend and contribute to School meetings.
- 3.2 Contribute to the overall management of the School in areas such as budget management and business planning.
- 3.3 Contribute to School- and University-level strategic planning and development.
- 3.4 Engage in activities beyond day-to-day teaching duties, for example Admissions Days.

- 3.5 Assist with undergraduate and postgraduate recruitment.
- 3.6 Chair School or University committees, and participate in University decision-making and governance.
- 3.7 Undertake a School directorship role, for example Director of Research.
- 3.8 Advise and provide support to less experienced colleagues, and conduct Performance and Development Reviews, if required.
- 3.9 Mentor staff in related or cognate research areas, providing advice on personal and career development plans, and assisting them in identifying and securing career development opportunities.
- 3.10 Undertake additional administrative duties, as required by the Head of School.

INDICATIVE PERFORMANCE CRITERIA

- Evidence of providing academic leadership, development, mentoring and career management advice for colleagues.
- Evidence of leadership in the discipline and cognate disciplines, demonstrating an ability to inspire colleagues to develop their own research potential, including partnerships with individuals and/or bodies of international standing.
- Evidence of quality in teaching and learning demonstrated in a range of measures, including student satisfaction; of thoughtful and effective innovation in the development of new courses and/or programmes; and of leadership in the promotion of teaching and learning in the subject.
- Proven innovative teaching practice, typically adopted as best-practice within the institution.
- A record of consistent involvement in external examining at research-intensive universities, and other forms of engagement in upholding academic standards.
- Leadership of a national subject association.
- Evidence of commitment to improving the student experience and/or leadership of a major change project designed to improve the student experience.
- Publication of highly-regarded text books or other significant teaching materials for use in higher education, chosen by third parties on a discretionary basis.
- Evidence of sustained output of high-quality research publications or other recognised forms of output, subjected to peer review and describing significant discoveries, applications or observations.

- Sustained record of attracting funds year-on-year, which are notable awards in terms of size and scope, and of leadership of and collaboration in significant research projects and/or consultancy or work with external organisations.
- Transfer of intellectual property into the wider economy.
- Development of research and consulting relationships with other organisations, and development of business and community links that bring tangible benefits to the University.
- Sustained record of successful postgraduate research supervision.
- Academic distinctions (e.g. academic awards; editorship of, or refereeing for, journals; grant reviewer for awarding bodies; services for learned societies; election to Fellowships).
- Transfer of research findings into practical applications and/or enrichment of the wider culture through creativity in the social sciences, humanities and the visual and performing arts.
- External and visiting appointments.
- Influence on the formulation of policy.
- Advancement of the discipline through a distinctive contribution to intellectual leadership, professional, clinical or vocational practice.
- Evidence of enhancing the international standing and profile of the School and University.
- A sustained contribution to the delivery of University and/or School strategy.
- Evidence of exceptional collegiality.
- A leadership role within the University, creating significant performance improvement.

4. Person Specification

ESSENTIAL CRITERIA

1. Leadership experience of an academic unit (eg. Research group, department).
2. People management skills
3. Educated to doctoral level in a relevant discipline (see role-specific criteria below).
4. In-depth knowledge of specialism to enable the development of new knowledge, innovation and understanding in the field.
5. Excellent interpersonal skills, with the proven ability to engage with students using a variety of different methods.
6. Excellent presentation skills, with the proven ability to communicate effectively, both orally and in writing, with students, colleagues and external audiences.
7. Significant experience of high-quality teaching at undergraduate and postgraduate level.
8. Successful track record of innovative curriculum design or redesign.
9. Significant track record of influential publications in reputable journals and other appropriate media of similar standing.
10. Successful and sustained track record of generating research and knowledge exchange income that is notable in terms of size and scope, and the translation of research results into practice.
11. Experience of successfully leading large externally-funded research projects.
12. An international reputation in the field of study.
13. Successful track record of supervising postgraduate students.
14. Evidence of proactive contribution to the School and/or University.
15. Ability to exercise a high degree of innovation and creative problem-solving.
16. Commitment to collegiality and inter-disciplinary working.
17. Excellent organisational and administrative skills.
18. Ability to prioritise and meet deadlines.
19. A willingness to participate in support activities beyond normal teaching duties.
20. Excellent IT skills, with the ability to produce high-quality learning support materials.