

Vice-Dean for Research

Faculty of Humanities Job description

Overall purpose:

The post-holder will be responsible for leading the development and implementation of the Faculty of Humanities' research goals and strategic plan, in accordance with the University's overall strategy and [statement on research expectations](#).

The role will involve the overall management of a wide range of activities including improving and diversifying external research grant capture, taking forward the research impact agenda and delivering on the Faculty's research expectations.

The post-holder will be a member of the Faculty's Leadership Team and will interact extensively with other members of both teams, including Heads of Schools, Heads of Faculty Functions, other Vice Deans and Associate Deans. They will be a pro-active and catalytic leader who can demonstrate the ability to drive activity forward and engage staff across teams.

There will be responsibilities on a University-wide basis, in conjunction with the Vice Deans with similar responsibilities in other faculties, and with the relevant directorates.

The post will be for a period of 5 years in the first instance (with an option to end after 3 years). The post will carry a 60% workload adjustment. The person appointed will continue to hold their substantive appointment and will revert to this following their period as Vice Dean. There is an additional allowance of £12,656 per annum paid to the post holder on top of the salary for their substantive post.

Responsible to:

Reporting to the Vice-President and Dean of Faculty of Humanities, and additional responsibility to the University Vice-President for Research.

Responsible for:

- Associate Deans for Research
- Associate Dean for Postgraduate Research
- Associate Dean for Business Engagement
- Directors of UMRI Licensed Research Institutes (Manchester Urban Institute; Manchester Institute of Innovation Research; John Rylands Research Institute; Humanitarian and Conflict Response Institute; Cathy Marsh Institute for Social Research; Manchester China Institute; Manchester Institute for Collaborative Research on Ageing; The Productivity Institute; Work Equalities Institute; Sustainable Consumption Institute).

Directing staff in the Faculty Research, Planning and Business Engagement Office, in liaison with the Director of Faculty Operations and Head of Research and Business Engagement Services.

Key Duties and Responsibilities:

- Take responsibility for the formulation and implementation of the Faculty's research strategy and ensure that this contributes to the University's [Our Future](#) strategic plan and ambitions, including research quality, impact and development of researchers at all levels.

- To work with the Vice-President & Dean, Vice-President for Research, Heads of School, School Research Directors, Heads of Humanities-led Research Institutes and other major research investments and appropriate University PS staff to coordinate and manage the Faculty research strategy and to ensure that both the University and Faculty research strategies are embedded in academic practice.
- Be the primary source of advice to Faculty Leadership Team on all matters pertaining to research strategy and doctoral training.
- Contribute to the overall leadership, direction and management of the Faculty as a member of the Faculty Leadership Team (FLT). To be a member of University Research Strategy Group (RSG), University Research Group (URG), University of Manchester Research Institute governing board (UMRI) and other groups convened by the Vice-President for Research to develop and roll out University research strategy.
- To inform the Vice-President & Dean and the Vice-President for Research of progress toward major research objectives and to identify barriers and possible solutions for their achievement. Key strategic objectives include raising the quality of research outputs, increasing the amount of external research funding which is secured, promoting research-based knowledge exchange and impact; and ensuring that the Faculty maintains the highest standards of research integrity.
- To chair Humanities Research Strategy Committee and other appropriate Faculty groups for the determination, discussion and dissemination of information relating to Faculty research strategy.
- To lead the Faculty's REF 2021 outcomes (including post REF outcome analysis), ensure lessons learnt are embedded as part of future research planning cycles and lead in the Faculty's preparations and coordination for future REF submissions.
- Ensure that research strategy feeds into the University's annual Research Review Exercise (RRE) and associated performance development and appraisal processes for academic staff, which includes the Faculty's Personal Research Expectation Plan (PREP) and Performance Development Review (PDRs).
- Take overarching responsibility for leadership and governance of the Faculty's portfolio of research institutes and centres (including annual strategic review), working with the Vice-President & Dean, Heads of School and School Research Directors.
- Provide leadership, working with the Vice President for Research, for the successful delivery of UKRI institutional level awards, such as the ESRC's Impact Acceleration Account.
- To allocate to the Associate Dean for Research an effective and appropriate delegation of responsibility some component parts of the research strategy.
- Provide leadership and management for the Associate Dean for Business Engagement to steer the successful delivery of the Faculty's Business Engagement Strategy and Delivery Plan.
- Provide Leadership and management for the Associate Dean for Postgraduate Research to steer the successful delivery of the Faculty's Postgraduate Research Strategy and Delivery Plans.
- To work closely with the Head of Faculty Research and Business Engagement Services to ensure the team operates effectively and efficiently in the delivery of core business.
- Represent the University to external stakeholders and major research partners, including UKRI, other UK and international research funding bodies, institutions and other business organisations in line with our Business Engagement, Internationalisation, and PGR Strategies.
- To facilitate interdisciplinary and collaborative research within Humanities and across the University.
- Maintain a personal research profile at a level of demonstrable international excellence.

Person Specification

The post-holder must possess the following skills, knowledge and qualities:

- A clear vision of the research goals of the University and Faculty;
- A successful record of undertaking at least one significant academic leadership role;
- Demonstrable ability to translate strategy into tangible operational objectives;
- A significant research profile at Chair level;
- An understanding of research issues across the full range of the Faculty's academic disciplines;
- Proven academic leadership and management skills.
- Excellent interpersonal skills

Closing date for applications: Sunday 28 November 2021

Date for interviews: Monday 13 December 2021