**The University of Manchester**

**Faculty of Biology, Medicine and Health**

**SCHOOL OF HEALTH SCIENCES (SHS)**

**DIRECTOR OF SOCIAL RESPONSIBILITY**

## OVERALL PURPOSE OF THE POST

The School’s Director of Social Responsibility is responsible for leading the further development and ongoing implementation of the School strategy for social responsibility, external engagement, equality and diversity and environmental sustainability in accordance with the Faculty’s and University’s overall strategy. The Director is responsible for building on and enhancing the excellent reputation in social responsibility for FBMH and for ensuring that the SHS develops and delivers an exciting, high quality strategy in social responsibility, which is in keeping with the visions and aspirations of FBMH.

The post holder will be the School lead for Goal Three/Social Responsibility and will work with School Senior Leadership Team (SLT) colleagues and the Faculty’s Vice Dean and Associate Dean for Social Responsibility to deliver the School’s contribution to this agenda.

The post holder will be a member of the School’s SLT and will interact extensively with other members of the team, including Heads of Divisions and School Divisional Leads.

## SPECIFIC DUTIES

* **Strategy** - Work with the Head of School (HoS), the School SLT, Divisions, the School PS lead for Social Responsibility and the Faculty’s SR Team to ensure that the School’s Social Responsibility strategy is aligned with the Faculty’s and University’s overall strategy, and is embedded in academic practice. The post holder will be responsible for development, implementation and management of the strategy, as well as providing all required reporting on progress.
* **Research**– In collaboration with the School Director of Research, encourage and publicise research, including postgraduate research, that addresses the key social, economic or environmental challenges, and to encourage staff to be involved in policy development at local, national and global levels.
* **Public Engagement** - To lead on developing the public understanding of Biology, Medicine and Health and the engagement of the local community in the work of the School.
* **Education** - In conjunction with the School Director for Teaching & Learning, to ensure that the School meets the University’s target of training socially responsible graduates through provision of educational and volunteering opportunities.
* **Patient and Public Involvement and Engagement (PPIE)** – To be closely involved in shaping the School’s strategy for PPIE in teaching and research and ensure key PPIE activities in the School are reported. To share and disseminate good practices in PPIE within SHS and with FBMH.
* **Widening Participation** - To support the School Director for Teaching & Learning and Students in overseeing schools liaison, including working on Widening Participation among students.
* **Management** - To be a member of the senior team responsible for advising the HoS on the general management of the School. Also to chair or be a member of appropriate School and Faculty groups and committees and to represent the HoS within the University and externally.
* **Equality and Diversity** – To work with the EDI lead and HoS to ensure the School’s commitment to equality and diversity in its workforce and to develop policies and actions that will ensure this.
* **Sustainability** – To ensure that the School plays a full role in meeting the University’s Sustainability and Biodiversity targets.

**REPORTING**

This post will report to the Head of SHS with secondary professional accountability to the Faculty’s Vice Dean for Social Responsibility.

**TIME ALLOCATION**

The workload allowance for this academic management role will be 20**%**.

**TERM OF OFFICE**

The term of office will be for three complete academic years following the appointment date. The appointment may be extended for a further two academic years with the agreement of the Head of SHS.

**PERSON SPECIFICATION**

Candidates must be able demonstrate that they meet the requirements of this person specification in order to be considered for the role.

**Leadership and management**

* A strong commitment to the goals and vision of the University and FBMH.
* Ability to create a sense of unity and common purpose
* Ability to implement and manage change effectively
* Someone who works well in teams and builds relationships at all levels
* Someone who accepts responsibility
* Someone with a proven track record in collegiate working and positive engagement with colleagues and management
* A clear vision of the goals of the University and FBMH in relation to Social Responsibility
* Ability to effectively implement and manage change

**Academic background**

* A personal academic standing that commands the respect of colleagues
* A record of leadership and management
* An understanding of the strategic issues affecting social responsibility within the School, nationally and internationally

**Personal qualities**

* A strategic thinker, who values consultation and collegiality
* An honest and open individual with a high level of personal integrity
* An effective communicator both spoken and written, a listener and influencer
* Someone who takes pleasure in the achievements of others
* An open, consultative management style

**SELECTION PROCESS**

This post is open to all academic staff within SHS. Individuals should signal their initial interest by sending a summary CV by email to Sharon Farrell ([Sharon.farrell@manchester.ac.uk](mailto:Sharon.farrell@manchester.ac.uk)) by 28th September 2022.

Interested candidates are also encouraged to discuss the role informally with either Prof. Sally Freeman or Prof. Andrew Brass.

Short-listed candidates will be interviewed by a group including the Head of School.

**08 September 2022**