
Head of Department of Geography

Candidate Application Pack





A message from the Vice-Chancellor

Professor Graham Galbraith



Thank you for your interest in the role of Head of Department of Geography at the University of Portsmouth.

As I pass my two-year anniversary as Vice-Chancellor, I continue to be impressed by the significant potential of this University and the ambition and commitment of colleagues towards growing our brand and reputation through inspirational education, underpinned by excellent research and innovation.

The University has enormous strengths and a real sense of shared ambition and common purpose, which has been strengthened by our new mission, vision and strategy. I am particularly proud of our new set of values that set the tone of the institution in terms of the way that we will work to achieve our future success. Everywhere I go, I see a commitment to learning and the pursuit of knowledge and to ensuring that our students get the best from their time with the University. There is genuine pride and delight in the research and innovation work that we do to make a difference to the lives that we touch. This is reflected in the success of the University and our students. Student satisfaction levels are high, crucial factors such as the ability of our students to get good jobs are very positive and we are increasingly recognised for our research strengths and engagement with business.

This is a truly exciting time to join the University as we enter a period of change that will signal a new era in our development. We have now set some ambitious growth targets in our new strategy that will challenge us, but I firmly believe that we have the capability to deliver them. We want to grow our international profile; strengthen and broaden our research, which is already world leading in many areas; enhance the student experience, particularly in terms of preparing for the world of work by offering each student a career-enhancing experience; and further develop our impact and role within the city and the region.

We have begun a major exercise to review our estate that will set the framework for our development for the next decade and beyond. We do all this from a very sound financial base, an excellent community of staff and students, and strong relationships with our key partners in the city and beyond.

At the same time, we are in an increasingly competitive market and must work hard and be innovative to maintain our recruitment levels, enhance our profile and continuously improve the product that we offer to ensure our continuing success. The University in the past could be described as a 'hidden gem', reflecting our tendency to be slow to market and project externally our significant strengths. Applicants for positions at the University often comment on how little they knew about our strengths and how much better and more successful the University is than they had realised. This is also reflected in student comments.

We are looking for people who share our values in being ambitious, open and responsible, and who are ready to push the University forward in line with our strategy. In return, we can offer you the opportunity to work at the heart of a successful and growing global organisation, playing a key role in influencing our direction and reputation.

The University of Portsmouth

22,000 students, including almost 4,000 international students from over 130 countries



Student satisfaction ranked at **9** in the National Student Survey 2015

In the **top 2%** of universities in the world

(Times Higher Education World Rankings)

Over **2,500** staff

110 education partnerships in 25 countries

A **top ten** modern university in 2015

(The Times and Sunday Times Good University Guide)

A **top 50** university

(The Guardian University Guide 2016)



Turnover of just under **£200 million** in the last financial year, with annual economic benefits to the local community valued at over **£250 million**

Research and innovation at the University of Portsmouth

Research and innovation at Portsmouth is flourishing. In the 2014 Research Excellence Framework, 64 per cent of research submitted by the University was rated as world leading and internationally excellent. Our research has made a positive impact on the lives of many across the world.



Saving lives

Professor Mike Tipton's research has made an impact on the protection, rescue and treatment of drowning casualties.



Improving water supply in developing economies

Across Africa, rural communities rely on hand pumps to access water. Dr Julia Brown is exploring how these can be better maintained and managed so people continue to have water.



Supporting commercialisation

Portsmouth scientists developed the Chemcatcher sampler to improve water quality monitoring, including the detection of radioactive caesium after the Fukushima incident.

Providing opportunities to help grow successful and sustainable businesses

Innovation Space is the University's dedicated service that helps students and local people turn their clever ideas into successful businesses. It brings a wider community in to a professional, creative environment, without distractions, and with the right connections, advice and support.



Our mission and values

With a mission to delight in creating, sharing and applying knowledge to make a difference to individuals and society, the University is committed to the delivery of transformational education, research and innovation.

The way we work as a community within the institution is key to our success. We are:

Ambitious

- we pursue bold ideas in an environment where creativity, innovation and success is encouraged and celebrated
- we nurture and value relationships and partnerships that foster a global outlook
- we inspire and support staff and students to achieve their potential and meet the challenges of society
- we never settle for second best

Responsible

- we act with integrity for the greater good
- we insist on upholding the highest academic and professional standards
- we respect and celebrate diversity and equal opportunity through an inclusive culture
- we aim for sustainability across all our activities

Open

- we work consultatively and collaboratively to benefit from new perspectives
- we share ideas and maintain transparency
- we are trustworthy and do what we say we will do
- we listen and respond to the needs of our students and staff

Find out more at www.port.ac.uk/vision.



The Faculty of Science

The Faculty of Science is the largest Faculty within the University, with around 4,000 undergraduates, 420 postgraduate taught and research students, 264 academic staff, 60 research staff and over 186 support staff. It comprises:

- four schools (Pharmacy and Biomedical Sciences, Earth and Environmental Sciences, Biological Sciences, and Health Sciences and Social Work)
- three departments (Geography, Psychology, and Sport and Exercise Science)
- the University of Portsmouth Dental Academy

The individual successes of these units have played a major part in building the Faculty's portfolio of high-quality taught programmes, which are underpinned by our excellent and expanding research base and by advanced professional practice. We are continually developing and there are significant opportunities to enhance the educational portfolio further through the development of imaginative new curricula, including at postgraduate level, and to extend the recruitment of students internationally through new and existing partnerships with international universities.

The Faculty has established good cross-department and cross-faculty links in teaching and research, and offers an outstanding intellectual environment for both its staff and its undergraduate and postgraduate students. It hosts the cross-faculty University Environment and Ageing Networks and has strong partnerships with the local NHS and employers more generally.

The Faculty of Science is responsible for over 50 per cent of the University's research activity and generates more than half of the University's research and innovation income from a variety of research council, charity, public sector, industry and EU sources. Research outputs and impact case studies generated by staff from within the Faculty were submitted to REF 2014 under eight Units of Assessment:

- Geography, Environmental Studies and Archaeology
- Area Studies
- Earth Systems and Environmental Sciences
- Social Work and Social Policy
- Psychology, Psychiatry and Neuroscience
- Allied Health Professions, Dentistry, Nursing and Pharmacy
- Public Health, Health Services and Primary Care
- Sport and Exercise Sciences, Leisure and Tourism

The Faculty of Science is strongly committed to addressing gender equality and supporting the employment and career progression of women employed in science, technology, engineering and maths (STEM) subjects: most recently, the School of Biological Sciences and Department of Psychology have achieved Athena SWAN Bronze awards, and Athena SWAN submissions are planned in all other Science departments over the next six months.



The Department of Geography

The Department of Geography has a national and international reputation for excellence in the development and delivery of geographical education. It has unique access to, and methodological expertise in, the analysis and interpretation of large, longitudinal, complex data records concerning socio-economic and environmental change. It is thus well-placed to address the challenges of Big Data and continues to build capacity in quantitative social science. Working with an ethos which stresses learning within a research environment, the Department of Geography has great strengths and potential for development in both teaching and research. Given the multi-disciplinary nature of geography, this potential is being realised through co-working across both the Faculty and the University and through external collaboration.

Research activity within the Department is currently focused within three main groupings: Geographies of Health, Wellbeing and Lifecourse; Historical Geography and Spatial Analysis; and Environmental Processes and Change. An increasing emphasis upon engagement and collaboration with research partners within both the public and private sector has resulted in a growing portfolio of applied research and innovation activity. The Department has also achieved significant success in obtaining RCUK research grant funding, particularly through the ESRC and AHRC. In addition, research income has been generated through a range of government agencies and charitable bodies (e.g. NICE, Public Health England and Leverhulme). In REF 2014, 11 Department of Geography staff were submitted to UoA 17 (Geography, Environmental Studies and Archaeology). The overall quality profile rated nearly 40 per cent of research as world-leading and internationally excellent. Furthermore, 60 per cent of Geography's research was classed as having outstanding or very considerable impact in terms of its reach and significance. With a significant number of 'Early Career Researcher' appointments to lectureships in the last five years, a substantial research profile is being built for future REF exercises.

The Department's taught course portfolio is predominantly undergraduate, with a growing taught Master's provision. There are currently 387 students across four undergraduate programmes: BA/BSc (Hons) Geography, BA (Hons) Human Geography and BSc (Hons) Physical Geography, with an annual intake over the last few years of between 110–140 students. The postgraduate taught provision (MSc Coastal and Marine Resource Management and MSc Geographical Information Systems) currently accounts for 54 students, while the MRes degree is a more recent initiative accounting for four students in the last year. 14 students are currently registered for a doctoral programme: nine part-time and five full-time PhD registrations. This represents significant growth in PGRs over the last five years.

Over the last eight years, the teaching and research spaces have been extensively refurbished to provide laboratory space to support teaching and research in GIS, photogrammetry and remote sensing, physical geography, environmental monitoring and climatology. Teaching spaces are equally modern with a high standard of AV equipment, providing an excellent student learning environment.

The MSc Coastal and Marine Resource Management is accredited by the Royal Institute of Chartered Accountants (RICS), with accreditation for MSc GIS also being considered. The Department is also reviewing its taught Master's portfolio with a view to extending course provision. At undergraduate level, all of our current degree programmes are to be offered as four-year sandwich degrees. Two new courses, BSc Geography with GIS and BSc Environmental Management, are being developed, both with a strong emphasis upon vocational placement and engagement with employers, and potential accreditation through the Institute of Environmental Management and Assessment (IEMA).

The Department of Geography's teaching has been rated as excellent by HEFCE and that excellence is demonstrated through both internal review and through the National Student Survey (NSS). NSS scores have been consistently above sector averages over a number of years: for the last three years, overall student satisfaction in all our undergraduate courses has been between 90–100 per cent.

The Department currently has 22 full-time academic staff, five research staff, three technical staff, four administrative staff and three visiting fellows. All full-time academic staff have PhDs, with a staff body consisting of Professors (three), Readers (two), Principal Lecturers (four), Senior Lecturers (nine) and Lecturers (four). Currently, the Head of the Department of Geography sets the strategic direction of the Department, working through the Departmental Executive and reporting to the full staff meeting. The Executive currently comprises the Head of Department, Course Leader (Curriculum and Quality), Course Leader (Students), Departmental Director of Research, Departmental Manager and one elected staff member. Committee structure is currently limited to the Course Team and the Research Committee. Other key departmental posts working through this structure include the Departmental Research Degrees Coordinator, Knowledge Services/Innovation Lead and Employability Lead. Each of the current taught Master's degrees also has a Course Leader. This structure is currently being aligned with other departments/schools within the Faculty through the appointment of Associate Heads covering key roles and responsibilities (derived from the above roles).

Position of Head of Department and Professor

We are looking to appoint an outstanding individual to lead the Department. The candidate's discipline must be relevant to the teaching and research activities undertaken in the Department. We are looking to appoint candidates who will provide informed and inspiring leadership. Candidates may already be Professors or meet the criteria for a Chair. The overriding objective for the appointment panel will be to appoint the best candidate to lead these areas, therefore applications will also be welcomed from outstanding academic leaders who may not be operating at the level of a Professor.

The Head of Department is a key academic leadership position within the University. Responsible to and line managed by the Dean (Professor Taraneh Dean), the Head of Department has formal responsibility for leading and managing the academic business of the Department in relation to both strategic and operational matters. In this respect, they will play a leading role in: the formulation of academic strategy, policy and planning at the Department and Faculty level; the identification of priorities and direction of research, teaching and innovation within the Department; and in ensuring appropriate strategies, personnel and resources are in place for their delivery.

Approachable and visible, the new Head of Department will be required to provide decisive leadership across these areas in a period of rapid change for the Faculty, University and HE sector as a whole, in a context of increasing international competition within a challenging funding environment. They will work in partnership with the Faculty Management Team and with senior staff in the Department to carry out this role effectively.

As befits a professorial appointment, the candidate will have an international reputation based on an extensive track record of high quality research and a recognised contribution

to a relevant discipline through teaching and professional activities. As Chair, the successful candidate will assume a professorial role in the Department and will be expected to establish research and teaching contributions alongside the headship responsibilities.

The Head of Department is responsible for implementing plans at Department level and will have significant responsibility for staff line management, including workload management and all aspects of staff development. These functions are exercised within the context of wider strategic and operational plans of the Faculty and University, and in the context of emerging priorities. A key objective for the new Head of Geography will be to support wider Faculty and University objectives which generate new strategic opportunities. Currently, these include international student recruitment, contributing to estates planning and considering new models of undergraduate education.

Heads have a key role to play in ensuring the quality of the student learning experience, the delivery of research excellence, innovation and staff performance. They are also expected to play an active role in the wider business of the Faculty and University and to work closely with key senior colleagues across the Faculty.

The Professor post is offered on an open-ended (permanent) basis for candidates who already hold a Chair or meet our criteria for promotion to a Chair. The intention is that the role holder will act as Head of Department for an initial term of five years, with the possibility of extension for a further term. After that time, the role holder will become a member of the professoriate within the Department and carry out the duties of the full Professorial role profile. A substantive academic role as a Reader/Principal Lecturer will be offered if the appointed Head does not meet the Chair criteria.



The post

Job description: main job purpose

The key responsibilities of the Head are in the areas of academic leadership, strategy and policy development, resource management and the quality of the student experience. It is recognised that the balance between these activities may vary according to specific Department and Faculty circumstances.

Professors are required to promote their subjects by research, innovation and teaching.

Key responsibilities

The Head of Department is responsible for:

- Providing leadership of the academic provision, including education, research and innovation and curricula development.
- Leading and motivating groups of people within the Department to facilitate and encourage a high level of performance.
- Determining and managing an effective organisational and committee structure within the Department and managing this structure to ensure fitness for purpose.
- Maintaining and enhancing the ongoing quality of all Department activities, including the implementation of quality assurance processes and the maintenance and enhancement of academic standards.
- Overseeing the identification of opportunities for the strategic development of new courses or appropriate new areas of activity, their development and implementation.
- Representing the Department to the University, and discharging an ambassadorial role by maintaining and enhancing the standing and reputation of the Department to external academic, professional and employer communities and to potential students.
- Ensuring that the Department keeps abreast of latest developments in relevant programme area(s) and is aware of external best practice benchmarks.
- Establishing, implementing and reviewing Department strategic plans in line with those of the Faculty and University.
- Establishing, implementing and reviewing local policy within the wider University framework and seeking compliance with general University policies and regulatory framework.
- Making a substantial contribution to the Department's reputation for research excellence and to strengthening research leadership in the Faculty and Department.
- Developing the internal and external networks necessary for collaborative research activity and funding.

- Ensuring the quality of the student experience from initial marketing and recruitment stages through to graduation.
- Acquiring and managing resources (academic staff, finance, space and equipment).
- Management of academic staff, ensuring that effective annual staff performance reviews are conducted and staff development plans implemented.
- Managing revenue budgets, producing financial and investment plans, encouraging income generating activities and managing the Department infrastructure and equipment needs.
- Providing leadership across the Department in delivering the Athena SWAN agenda.
- Making a wider contribution to the success of the University through their participation in Faculty and University-wide governance and development activities.

Specific activities for professorial staff will normally include:

- Pursuing high quality research and publication in top journals in their subject area and contributing to the scholarly activities of the Department.
- Providing discipline-based academic leadership, helping and motivating staff with research and other scholarly activities.
- Teaching and contributing to curriculum development.
- Supervising MSc dissertations and PhD students.
- Attracting external research funding from research councils, government, industry or other sources.

The following person specification illustrates the requirements for the Head and for the role of Professor. The overriding objective of the appointment panel will be to appoint the best candidate.



Person specification

The qualifications, skills, knowledge and experience outlined below provide a summary of what is required to carry out this job effectively. They also form part of the selection criteria on which the appointment decision will be based.

Specific knowledge and experience

Essential	Desirable
<ul style="list-style-type: none"> • An understanding of the national and international context for higher education. • Depth and breadth of knowledge in a relevant academic discipline which supports the development of new knowledge in that field. • A substantial record of achievement as an academic, covering teaching, research and professional practice in a relevant subject area. • Excellence in teaching and course development and the willingness to contribute to a range of teaching programmes. • A distinguished international reputation for published scholarly research in an area which complements existing strengths within the Department. • A strong research record, including a proven ability to attract research funding and design, lead and coordinate major research projects effectively. • A strong track record of supervising postgraduate research students to successful completion. • An understanding of resource management processes and the skills to apply them effectively, including experience of managing budgets. • Understanding of the HEI's processes for staff and student recruitment, performance and development review, academic planning and quality assurance. • A proven commitment to multidisciplinary working, and the ability to promote and coordinate multidisciplinary research and teaching and support parity of esteem across different areas of your discipline. • An understanding of the contribution of the Department to delivering the University's vision. 	<ul style="list-style-type: none"> • Experience and evidence of strategy implementation, successful management of change and maximising performance as a result within the higher education sector. • Experience in leading major funding bids that develop and sustain research support. • Experience of acting as an external examiner, thus bringing a broad understanding of good practice. • External peer recognition (for example, professional activities, conference organisation, editorships, fellowships, board membership, funding panels). • Experience of line management and/or academic leadership relating to course and curriculum development and/or research. • Experience of research collaborations and networking. • Experience of effective working in collaboration with industry, public or the third sector.

Person specification

Skills and abilities

Essential	Desirable
<ul style="list-style-type: none"> • Proven qualities of leadership, including the ability to motivate teams of people to facilitate and encourage a high level of performance. • Proven ability to act as a role model to other academic staff in relation to research, teaching and management activity. • Demonstrable ability to further develop other academic staff in the skills and methods required of top quality researchers, innovators and teachers. • Proven ability to successfully supervise postgraduate research students. • Proven managerial qualities, including exceptional organisational and planning skills. • Demonstrable ability to delegate responsibilities effectively. • Ability to plan strategically for the management of resources and processes. • Ability to facilitate a collegiate and productive working environment. • Proven ability to produce clear, concise documentation and communicate to a range of individuals and groups, within and beyond the Department and Faculty. • Demonstrable ability to apply analytical and problem-solving skills to a range of contexts. • Demonstrable ability to prioritise workloads, meet deadlines and motivate others to deliver effectively. 	<ul style="list-style-type: none"> • Evidence of completion of recognised leadership training. • Demonstrable ability to manage complex change and engage staff through this process. • Ability to develop new ways of working to solve complex problems. • Evidence of effective mentoring skills.

Qualifications, education and training

Essential	Desirable
<ul style="list-style-type: none"> • Doctoral qualification in a relevant subject. • Relevant Professional Body membership. 	<ul style="list-style-type: none"> • Leadership and management qualifications. • HEA senior fellowship.

Other requirements

Essential	Desirable
<ul style="list-style-type: none"> • Commitment to the development of high quality teaching, research and innovation. • Belief in, and commitment to, the contribution that higher education can make in society. • Commitment to supporting staff in the Department and to creating a supportive and collegiate working environment. • Motivated to provide a high quality student learning experience. 	

Terms of appointment

Annual leave entitlement is 35 working days in a full leave year. The leave year commences on 1 August and staff starting and leaving during that period accrue leave on a pro-rata basis. In addition, the University is normally closed from Christmas Eve until New Year's Day inclusive and there are a further five bank holidays. Staff are likely to be asked to attend on weekends for recruitment activities at certain times of the year.

There is a probationary period of one year during which new staff will be expected to demonstrate their suitability for the post.

It is the University's policy to take up references for candidates called for interview and to ask successful candidates to submit documentary evidence of their qualifications on taking up their appointment.

It is a condition of the appointment for the proper performance of the duties of the post that the appointee will take up residence at a location such that they are able to fulfil the full range of their contractual duties. This residential requirement will be expected to be fulfilled within twelve months of taking up the appointment. The University has a scheme of financial assistance towards the cost of relocation, details of which can be found on the [University website](#).

The appointee will be eligible to join the Teachers' Pension Scheme. The scheme's provisions include a final salary-based index-linked pension and a lump sum on retirement, together with dependants' benefits.

Application process

Please submit a full CV and covering letter (no more than three pages) summarising your proven ability related to the person and job specification to headsofdepartmentrecruitment-science@port.ac.uk.

Interviews will be held on **25 and 26 January 2016** (shortlisted candidates will be required to attend on both days).

All applications must be submitted by midnight (GMT) on the closing date **10 January 2016**.



The University and the city

Portsmouth is a lively and vibrant waterfront city, steeped in heritage but forward looking and dynamic. It's changing fast and the University is proud to play its part in making this transformation happen.

We have a city-based campus with our buildings threaded throughout the 'University Quarter' in the city centre. This integration with the life of the city is valued by both students and staff, and gives the University a particular character. Many of our staff live in Portsmouth and a number of our past students settle here after they leave university, bringing their creativity and vitality to the area.

The UK's only island city, Portsmouth is a compact place, easy to get around but with a broad spread of facilities within easy access, creating a strong sense of community and a great quality of life for those who live and work here. There is a broad range of sporting and cultural facilities, four miles of beach fronting the Solent with its many watersports, particularly sailing and windsurfing, which create a constantly shifting panorama. Attractions include numerous shops, bars, restaurants and cafés, including at Gunwharf Quays, which is also home to the 170m iconic Emirates Spinnaker Tower. There's also a thriving independent scene in Southsea, which is fast making a name for itself as a cool place to be for cultural activities and food outlets.

Home to the Royal Navy, Portsmouth's maritime heritage has shaped its past and is now acting as a catalyst for its future development as the city and its economy adapts to new opportunities. The Historic Dockyard with its many attractions, including HMS *Victory* and the award-winning Mary Rose Museum, attracts millions of visitors from around the world. The decision to locate the base for Ben Ainslie Racing in Old Portsmouth and the first America's Cup World Series events taking place in summer 2015 will again draw the eyes of the world to Portsmouth and act as a showcase for leading-edge, design and engineering.

The city is well connected by road, rail, sea and air. We are just over an hour from London by rail and Southampton Airport can be reached within 30 minutes. The International Ferry Port has regular sailings to Europe. The New Forest, the South Downs National Park and the Isle of Wight are within easy reach, as are the historic cities of Winchester and Chichester.

For more information about the city and surrounding areas, visit www.visitportsmouth.co.uk.



Louis Vuitton America's Cup World Series

