Executive Deans

Appointment of Executive Deans to four new Faculties
Contents

3 Welcome
4 A Profile of the University
6 Recent Highlights
7 Our Emerging Strategic Plan
8 About Northern Ireland
9 Job Description
11 Personnel Specification
13 How to Apply
Welcome

Dear Applicant

I am delighted that you are considering applying for the post of Executive Dean at what is a particularly exciting time for us here at Ulster.

Ulster University is in the top 3% globally, with a £200m turnover, and has a central role to play in Northern Ireland’s future. The University is developing a new and ambitious strategic plan for the next 15 years and is setting itself challenging goals for the delivery of its academic mission.

We wish to appoint four outstanding leaders to Executive Dean positions who will contribute at a leadership level to our ambitions. These positions, which form part of a refreshed and streamlined leadership team, offer exciting opportunities for energetic and dynamic individuals who will embrace the University’s ambitions and help shape its future direction and success.

For each of these key roles the University is seeking to appoint individuals with proven academic leadership credentials and with the ability to inspire and lead a diverse range of staff. They will have an inclusive and determined approach to leadership, encouraging ideas, initiative and innovation in others whilst establishing a cost-effective and high-performance culture based on continuous improvement. The successful applicants must be able to build strong stakeholder relationships and play a key strategic role in enabling the University to fulfil its potential.

Within this pack you will find the following:

• A profile of the University;
• Information on our inspirational education, global ambitions and pioneering research;
• Information on our emerging strategic plan;
• Information about Northern Ireland;
• A job description, personnel specification and details on how to apply.

I very much look forward to receiving your application and finding out how you see yourself contributing to our success.

Professor Paddy Nixon
Vice-Chancellor and President
Ulster University

Ulster University is Northern Ireland’s largest university and our multi-campus dynamic means that although we are international in our outlook, we have our roots firmly embedded in the local community. We are a dynamic university where student aspiration and market demand meet.

Ranked as one of the world’s top 100 young universities, our student centred approach to learning and teaching combined with our modern and engaging learning environment supports the intellectual and personal ambitions of each and every student. We inspire and equip our graduates to be adaptable and to thrive in their chosen fields.

Our economic impact is also something to be proud of. In 2012-13, Ulster University generated total GVA of over £385 million, contributed over £810 million to the local economy and we currently have an annual turnover of £200m.

With a £250m investment in the redevelopment of our new Belfast campus and plans for expansion at our Magee campus in Derry-Londonderry being progressed, this is an exciting time to be part of Ulster University.

Education to Inspire

Career focussed learning is central to our delivery of the most rewarding student experience and education. An experience that our highly skilled teaching staff deliver with energy and passion; and one that nurtures ability and talent to its full potential. With over 90% of our graduates in work or further study 6 months after leaving university and an overall student satisfaction rating of 89%, an Ulster University education delivers and rewards.

From digital fluency to international outlook, our student learning experience fosters the skills and the mind set essential for future opportunity.

Currently over 25,000 students are registered on programmes ranging from first degree to doctoral level across the four campuses, with a further 4,000 students registered on franchise programmes with partner institutions, both at home and internationally. We are widely acknowledged for our achievements in widening participation in higher education, and our flexible distance learning facility provide students worldwide with access to our teaching excellence.

We collaborate with our students throughout their learning journey. Our extensive workplace connections maximise the opportunity to put learning theory into entirely relevant practice. 2,000 of our students undertake industrial or professional placements every year. This sets us apart, and sets our students on rewarding career paths with confidence.

Pioneering Research and Innovative Impact

Ulster University spends over £40m per year on research, research that is used to inform our teaching and benefit society globally. Our investment of £3.4m per year in innovation ensures that the outcomes of our research are put to work for business and for economic development. Last year alone we were awarded 224 research grants worth almost £24 million.

Our world-leading research informs our teaching excellence; from nursing to sport, law to business, creative industries to architecture, engineering to biomedical sciences.

Our REF 2014 results reinforce our achievements and leadership in research. In the top 25% of all UK universities for overall research, the impact of our Law research ranked as number one in the UK and 100% of our biomedical research environment is judged as world leading. More recently our Biomedical Sciences research made one of the biggest global
breakthroughs in pancreatic cancer in over 40 years.

We encourage the seamless and dynamic transfer of ideas from the research lab and lecture hall to the marketplace and enjoy a strong track record of support for business growth, research consultancy and knowledge transfer. This commitment makes us a key economic driver and a crucial part of Northern Ireland’s overall investment proposition.

Global Ambition

We are a truly regional university across Northern Ireland with a focus on global impact through international research, teaching excellence and partnerships.

From international research collaborations, to the creation of over 20 non-research partnerships in China; from our participation in Science without Borders to the continued popularity of Erasmus programmes, our global future will reflect the talent, contribution and potential of this place and its people.

Our international ambitions entirely reflect the scale of the opportunity and potential. Opportunity for international students to study at Ulster University, for our students to enhance their employability and broaden their outlook with a period of study overseas and for our world leading research to benefit from collaboration with the best international partners. Enriching the student experience for both international and local students, enabling both student and staff mobility, exploring transnational education potential and enhancing our international reach and standing are central to our future plans.

Ranked number 1 in the UK in the International Student Barometer and recently revealed as one of the top 200 most outward-looking institutions in the world by Times Higher Education, our global outlook underpins our future direction and presents great opportunities for students and staff.

We are proud to play our part in an increasingly confident Northern Ireland, delivering the education that sustains the pipeline of assured graduates who continue to make an impact locally and globally; ensuring that Northern Ireland is firmly on the international stage; attracting inward investment and using our knowledge and expertise with creativity and purpose to address both local and global challenges.
Recent Highlights

Ulster University Business School celebrated 40 years of success and teaching excellence.

Ulster University scientists revealed a major breakthrough in the global fight against pancreatic cancer.

Get invited, a start-up business established at Ulster University, has reached £1 million in sales of its next generation online event registration and ticketing platform.

As part of Ulster University’s student fashion show, style academy models hit the runway at the iconic Saint Anne’s Cathedral showcasing the creative talent the University has to offer.

Phase one of Ulster University’s enhanced Belfast campus is now open giving the city the first sight of the University’s vision for a modern, innovative and inspiring environment for teaching, learning and research.

Ulster University Elks, captain Megan Frazer, led the women’s hockey team to victory, lifting the coveted Irish Senior Cup for the first time in March, signalling celebrations among supporters far and wide.
Our Emerging Strategic Plan

The University is embarking on a new and ambitious strategic plan for the next 15 years and is setting itself challenging goals for the delivery of its academic vision: “As Northern Ireland’s Civic University, Ulster University will deliver the outstanding research and teaching that encourages the innovation, leadership and vision needed to help Northern Ireland thrive.”

Rooted in the heart of the community, Ulster University’s mission will be to:

- Transform lives, stretch minds, develop skills and raise ambitions
- Deliver globally significant research with local relevance
- Encourage and support a diverse university community
- Make a positive contribution to Northern Ireland society as a whole

This plan articulates four clear priorities for Ulster University in pursuit of this mission:

- Civic Contribution: As Northern Ireland’s civic university we will focus our efforts on global societal challenges that have particular relevance to Northern Ireland. Collectively our impact will contribute towards the social, cultural and economic prosperity and wellbeing of our society.
- Academic Excellence: We will deliver teaching and research of the highest academic standing. Our research endeavour will have global significance and meaningful impact. Our educational experience will prepare our students to be future leaders in, and contributors to, our society.
- Global Vision: As we reassert Ulster University’s international leadership in teaching and research we will develop a culturally diverse student and staff community who will enrich both our academic mission and cultural diversity of our university. We will build deep international networks and collaborations with partners who share our values and vision.
- Operational Excellence: Our University community is a vibrant collection of talented and skilled individuals across a mix of disciplines and professions. We will prioritise the attraction, retention and develop of our academic and professional staff. Ensuring they have the skills, infrastructure and resources needed to deliver world class research and research training; alongside an engaging and stimulating student educational experience.

In support of these ambitions, and following a comprehensive review of its academic structures, the University has decided to move from six faculties to four faculties. The four new faculties will be:

- Arts, Humanities and Social Sciences;
- Computing, Engineering and the Built Environment;
- Life and Health Sciences;
- Ulster University Business School.

We aim to be a relentlessly ambitious university; one that is able to contribute confidently to the global challenges and one that has at its core the economic, cultural and social prosperity of Northern Ireland. The University is now seeking Executive Deans for each of these new faculties who will share our ambition.
Ulster University is one of the most popular universities in the UK and attracts students, researchers and staff from all around the world. They are drawn here not only for our renowned teaching excellence, exceptional learning experience and pioneering research, but also for the friendly and thriving environment that Northern Ireland has to offer.

In association with discovernorthernireland.com, here is a brief overview as to what makes Northern Ireland a great place to live and work.

The variety of our small country is amazing – from rolling landscapes and hazy mountains, intriguing towns and villages to some of the most vibrant, cultural and history-rich cities.

Our economy is thriving. New industries are being created. Cities are being revitalised with millions being invested in regeneration. There is a new cultural vitality, pride and optimism. Instead of emigrating, our brightest graduates are staying. Tourism is thriving too, with new visitors discovering our humour, hospitality, scenery and quality of life.

The Lonely Planet travel guide has listed Northern Ireland as one of the top ten European destinations. There are a huge range of leisure activities to suit all tastes and our tourist attractions include a UNESCO world heritage site. We have the lowest cost of living in the UK, excellent schools and our people are warm and welcoming. Today Northern Ireland is a confident and vibrant place to live and work.

Find out more: discovernorthernireland.com
Job Description

Post title: Executive Dean
Reports to: The Deputy Vice-Chancellor

Background and Purpose
The University is in the process of developing a new strategic plan and wishes to appoint outstanding leaders to the positions of Executive Dean for the newly created faculties. These positions offer an exciting opportunity for energetic and dynamic individuals who will help shape the future direction and success of the Faculties and the University.

The Executive Dean will ensure that the Faculty makes a significant contribution to the University’s strategic priorities in the following areas:

- **Academic Excellence**: The Executive Dean will ensure that the Faculty delivers teaching and research of the highest academic standing. The Faculty’s research will have global significance and meaningful impact.

- **Civic Contribution**: The Executive Dean will ensure that the Faculty focuses its effort on global societal issues relevant to Northern Ireland.

- **Global Vision**: The Executive Dean will ensure that the Faculty asserts its international leadership in teaching and research and will ensure that the Faculty attracts international staff and students who will enrich both the University’s mission and cultural diversity.

- **Operational Excellence**: The Executive Dean will ensure that the Faculty delivers an outstanding, student-centred, educational experience with the support, resources and systems needed to attract, retain and develop staff with the skills and enthusiasm needed to achieve the Faculty’s teaching and research ambitions.

As a key member of the University’s leadership team, the Executive Dean will provide strategic and academic leadership and will help ensure that the University meets its ambitious targets. The Executive Dean will make a significant contribution to the delivery of the University’s Strategic Plan.

The successful applicant will have an inclusive and determined approach to leadership, encouraging ideas, initiative and innovation in others whilst establishing a high-performance culture based on continuous improvement.

Key Tasks
Working in close collaboration with the Deputy Vice-Chancellor key tasks for the Executive Dean will include the following:

1. To provide academic leadership that promotes a culture of excellence and innovation.

2. To take leadership responsibility for the business performance, sustainability and budgetary management of the Faculty. S/he will develop strategies to grow and diversify income streams to make the University less dependent on government funding.

3. To work closely with the Deputy Vice-Chancellor to help ensure the delivery of the University’s Strategic Plan.

4. To be responsible with other members of the senior leadership team, for all decisions of the senior leadership team and the overall strategic management, development and promotion of the University.
5. To lead specific University-wide strategic projects as assigned by the Deputy Vice-Chancellor.

6. To liaise with key external stakeholders to promote the University locally, nationally and internationally. This will include:
   - Representing the University on a range of media (i.e. television, radio, newspapers and social media);
   - Coordinating the Faculty’s interests in relevant policy debates locally, nationally and internationally;
   - Engaging with international partners (this will include international travel and hosting international visitors).

7. To line-manage the Associate Deans, the Heads of School and the Research Institute Directors, ensuring that appropriate performance appraisal arrangements are in place. S/he will also ensure the effectiveness of the Faculty’s internal communications arrangements.

8. To oversee the Faculty’s planning processes and to negotiate the resources required.

9. To allocate resources across the Faculty.

10. To promote cross-functional collaboration and integration.

11. To respond to incidents that impinge on the reputation of the Faculty.

12. To chair committees, appointment panels, promotion panels, disciplinary and grievance hearings as well as a wide variety of ad hoc ‘task and finish’ groups and reviews.

13. To provide any other duties appropriate to the grade and nature of the post.

The University is committed to developing all employees and operates a Developmental Appraisal Review (DAR) which is mandatory. You will be required to meet with your manager at least once every two years as part of the DAR process. As you have line management responsibility for other staff you will be required to conduct a DAR meeting with your staff at least once every two years.

All staff in the University have a responsibility to comply with the University’s Equal Opportunities Policy and Health and Safety Policy. Line Managers have particular responsibility for ensuring compliance with these Policies within their own area.
Personnel Specification: Executive Dean

Appointees of Executive Deans to four new Faculties

Personnel Specification:
Job Title: Executive Dean

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<th>Educational and Professional Qualifications</th>
<th>Essential</th>
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<td>Applicants should have a PhD (in very exceptional circumstances the selection panel will have the discretion to shortlist applicants without a PhD who can demonstrate very substantial experience as an academic leader in a senior leadership role).</td>
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<th>Previous Experience/Training</th>
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<td>A substantial breadth of experience in the higher education sector as an academic leader (Head of School* or above). The applicant's personal academic discipline must be clearly linked to the work of the Faculty.</td>
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<td>Senior leadership experience including experience of leading through a period of significant transformation.</td>
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<td>Senior leadership experience in all of the strategic priorities in the emerging strategic plan (i.e. Academic Excellence, Civic Contribution, Global Vision and Operational Excellence).</td>
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<td>Experience of representing a University in dealing with Government Departments. This experience should extend beyond operating as a ‘subject expert’ in the applicant’s personal academic discipline.</td>
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<td>Experience of delivering strategies to grow and diversify income to make a University less dependent on government funding.</td>
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<td>Experience as an academic leader with University-wide responsibilities.</td>
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Personnel Specification: Executive Dean
Appointment of Executive Deans to four new Faculties

| Job Related Achievements | Essential | Evidence of a significant and sustained personal track record of success in developing and leading initiatives to achieve academic excellence (at Head of School level or above).
|                         |           | A significant record of success at a senior leadership level (Head of School or above) of leading key academic and administrative staff and managing physical and/or financial resources. Applicants must also have a well-defined vision for the leadership ethos which should permeate all aspects of the Faculty's activity.
|                         |           | Significant and measurable accomplishments in academic and business planning.
| Desirable               |           | Success in shaping values and culture for a School or Faculty.
|                         |           | Recognition as an academic leader with an international profile.
|                         |           | Experience in leading a team of senior academic staff.
| Interpersonal Skills    | Essential | Evidence of excellent and effective communication skills appropriate to operating at a strategic level.
|                         |           | Evidence of the necessary interpersonal skills required to galvanise, revitalise and lead the staff of the Faculty along with the skills to cultivate appropriate internal and external networks.
|                         |           | Proven influencing skills and the ability to represent the University's interests in policy debates and in dealings with Government Departments at local, regional and national level.
| Presentation Skills     | Essential | Evidence of the ability to deliver presentations demonstrating passion, enthusiasm and in-depth knowledge of the subject area. Applicants must be able to clearly convey important messages, deliver a vision and fully engage the audience.
| Other Factors           | Essential | Evidence of being an energetic and dynamic individual with the ability and vision to shape the future direction of the Faculty.
|                         |           | Excellent leadership skills with the ability to provide positive strategic oversight and set and deliver a clear vision for the Faculty.
|                         |           | A clear personal enthusiasm and commitment to the four strategic priorities in the emerging strategic plan.
|                         |           | Willingness to travel extensively regionally, nationally and internationally when required by the role.

*Experience as a Research Institute Director will be accepted as equivalent to a Head of School*
How To Apply

The following four positions are available:

- **Executive Dean of Arts, Humanities and Social Sciences**
  
  – Ref: 1556603

- **Executive Dean of Computing, Engineering and the Built Environment**
  
  – Ref: 1556606

- **Executive Dean of Life and Health Sciences**
  
  – Ref: 1556608

- **Executive Dean of the Ulster University Business School**
  
  – Ref: 1556609

The base for each post will be agreed with the successful applicant but must be on a campus at which the Faculty operates.

There will be a separate selection process for each position. Applicants interested in more than one position should apply separately for each position.

The online application form for each position is available at [www.ulster.ac.uk/jobs](http://www.ulster.ac.uk/jobs). To apply for any of these positions you are required to complete the online application form and upload a short CV (no more than four sides of A4) and a supporting statement outlining your vision for the role.

**The closing date for receipt of completed applications is 28 June 2016.**

The University will conduct a shortlisting exercise after the closing date. The shortlisting will be based on your responses to the questions on the online application form. The panel may score the responses on your application form. It is therefore essential that you fully complete the application form.

The selection process may include an Assessment Centre and formal interviews.

The University is being assisted in this recruitment by Aspen People. Further information is available on the University’s website at [www.ulster.ac.uk/jobs](http://www.ulster.ac.uk/jobs) or on Aspen’s website at [www.aspenpeople.co.uk/UU](http://www.aspenpeople.co.uk/UU).

For an initial conversation about these positions please contact Donogh O’Brien or Liam Kelly at Aspen People on 0141 2127555.

Ulster University is an equal opportunities employer and welcomes applicants from all sections of the community, particularly from those with disabilities.