

## **Further Particulars**

(Overview, Role Detail, Person Specification, Application Process)

# Salford Business School

## **University Fellowship**

### **Grade 8**

**(Ref: MPF4306)**

## Role title: University Fellow

## Reports to: Appropriate Subject lead

### Overview

University Fellowships are designed to provide talented early career researchers with the support required to develop into a leading research-active academic at the University of Salford.

The Salford Business School is seeking to appoint up a Fellow, in an area of growth, who has a strong track record in research, and can demonstrate the potential to make a leading contribution to the University through furthering the research excellence and reputation of the School.

The University will support Fellows by providing dedicated mentoring support from established research leader/s, as well as a bespoke cohort based development programme. Fellows will be awarded a £30K start up grant to allow them to establish themselves and develop at pace (split over the first 2 years).

Appointments will be made on open-ended basis, and at the end of the 5 year period of the Fellowship, post holders will transfer into an academic role.

### About the School

Salford Business School is currently delivering an ambitious innovation strategy focusing on supporting SMEs in the Greater Manchester region with emphasis on the holistic digitalisation of organisations. Research and enterprise activities and aspirations in the School focus on the development of a wide portfolio of activities that include commercial research, collaborative authoring with industry authors, and the development of cross-institutional, interdisciplinary projects. The Fellow will have the opportunity to engage with this range of work – no day would be the same.

### Areas

The School are looking for applications that align with at one or more of the following areas that will build on our existing activities: ***digital transformation, business intelligence, fintech and/or business change/improvement.***

Salford Business School is committed to supporting productive and sustainable change within SMEs across the Greater Manchester region and beyond. This commitment is reflected in research activities that engage with SMEs through Knowledge Transfer Partnerships and collaborative partnership working as well as critical engagement with contemporary areas of challenge and opportunity for all businesses.

The Fellow will engage with an already emerging area of research impact described as “Business Improvement through multi-point knowledge exchange” which considers the important contribution that interdisciplinary scholarship brings to business research and engagement.

As a result the Fellow will have an opportunity to contribute their own knowledge and skills to a wide range of opportunities and activities. For example, this could involve working through our partnerships with the Peninsula Group and Leigh Means Business. You could support further exploration and development of policy initiatives around entrepreneurial start-ups, hidden entrepreneurs or ‘laterepreneurs’. You could contribute to wider financial change through community finance initiatives, the use of blockchain among SMEs or building better accounting practices for a Net Zero future.

## Role Purpose

The University has embarked on a campaign to recruit 20 new University Fellows across our four Schools to build on the success of our REF results and grow our research portfolio and excellence.

Fellows will develop and lead distinctive strategic research, innovation and knowledge exchange activities aligned with the Innovation strategy of the School. Alongside research activity, Fellows will be expected to make a growing contribution over the duration of the Fellowship to the delivery of research-informed teaching in the School.

## Key Accountabilities or Duties

The Fellows' initial focus will be on establishing their research careers, including the development of a research programme which complements existing research within the University, the production of high quality research outputs, applications for external research funding, and the development their careers. Fellows will be expected to make a growing contribution to the development and delivery of research-led teaching/training and academic leadership in their host School, particularly after the first two years.

Fellows will be required to plan and deliver their research independently, and to apply for and secure external research funding appropriate to the discipline. Fellows will develop the skills required to lead research, to supervise and train research students, and to teach undergraduates and postgraduates through agreed School duties.

Therefore, the main key accountabilities or duties across the whole lifetime of the University Fellowship will be:

## Research

To undertake world-leading research and build a research programme and group.

- Undertake individual or collaborative research projects
- Identify external sources of funding and develop and contribute to funding bids – research, knowledge transfer and engagement grant applications
- Promote graduate studies by contributing to the supervision of postgraduate research students
- Write and contribute to publications in peer reviewed academic journals and/or disseminate research findings using other appropriate media
- Make presentations at conferences or exhibit work in other appropriate events, participating in dissemination and engagement activities to contribute to knowledge base of area of expertise, maximise policy, media industrial or community impact of research
- Extend, transform and apply knowledge acquired from scholarship to learning, research and appropriate external activities
- Contribute to impact generation, including but not limited to outreach, public engagement and industry / stakeholder policy change

## Teaching and Learning

At year 3, an increasing contribution to teaching/training programmes (UG and/or PGT).

- Design research informed teaching material and deliver either across a range of modules or within a subject area
- Supervise student projects, including, where appropriate, PGT, field trips and placements

- Identify areas where current provision is in need of revision or enhancement
- Contribute to the planning, design and development of course and curriculum objectives and material, in collaboration with Student Information Directorate to ensure accuracy of central databases
- Set, mark and assess work and examinations and provide feedback to students
- Act as personal tutor to a group of students

## **Leadership, Management and Engagement**

- Take a lead in own area of expertise, act as mentor for less experienced colleagues
- To engage with and participate in the University's PDR process as reviewer and/or reviewee, as appropriate
- Lead and co-ordinate the work of other staff to ensure projects are delivered to the standards required
- Co-ordinate colleagues to ensure student needs and expectations are met
- Plan, co-ordinate and implement research programmes or engagement projects; organisation of external activities such as student projects, field trips and industrial placements; manage or monitor research or engagement budgets and ensure effective use of resource; organise administrative duties
- Support colleagues with less experience and advise on personal development; train/advise on own area of expertise where appropriate; coach and support colleagues in developing research
- Collaborate with external organisations such as industry, public sector, charity and local community groups

This role detail is a guide to the work you will initially be required to undertake. It may be changed from time to time to meet changing circumstances. It does not form part of your Contract of Employment.

## Person Specification

### Qualifications

	The successful candidate should have:	Essential/ Desirable	Tested by* A, I, P, T
1	A degree or equivalent professional qualification	Essential	A
2	A PhD in a relevant area	Essential	A

### Background & Experience

	The successful candidate should have:	Essential/ Desirable	Tested by* A, I, P, T
3	Recent record of excellent publications, appropriate to stage of career.	Essential	A, I, P
4	Evidence of the ability to obtain funding to support research, appropriate to stage of career.	Desirable	A, I, P
5	Post-doctoral research experience or equivalent, preferably of at least two years.	Desirable	A, I, P
6	Evidence of experience in teaching and preferably achievement, e.g. reflected in a personal teaching portfolio.	Desirable	A, I, P
7	Experience of working collaboratively (e.g. with business, policy makers or other end users, with other disciplines).	Desirable	A, I, P
8	Strong stakeholder management skills with proven track record of successfully engaging and influencing staff at all levels.	Desirable	A, I, P

### Knowledge

	The successful candidate should have demonstrable knowledge of:	Essential/ Desirable	Tested by* A, I, P, T
9	Good understanding of the potential non-academic impacts of the research and ways of engaging in order to achieve these.	Essential	A, I, P
10	An understanding of working with a diverse body of students and staff, creating an inclusive culture.	Essential	A, I, P
11	The public research and innovation funding sectors with knowledge of the priorities of relevant funding bodies e.g. UK Research Councils and Innovate UK, and other funding opportunities including European and global funding sources.	Essential	A, I, P

### Skills & Competencies

	The successful candidate should demonstrate:	Essential/ Desirable	Tested by* A, I, P, T
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12	Willingness to develop and conduct knowledge exchange activities including, for example engagements with businesses, industry, policy makers and public.	Essential	A, I, P
13	Familiarity with elementary financial planning, management of resources.	Essential	A, I, P
14	Ability to work with colleagues across the organisation in a respectful manner including collegiate support of colleagues.	Essential	A, I, P
15	Self-motivation and the ability to take the lead on tasks and work with a high degree of autonomy.	Essential	A, I, P
16	Commitment to supporting and promoting equality and diversity goals within the University.	Essential	A, I, P
17	Excellent communication skills with the ability to explain complex areas.	Essential	A, I, P

**A = Application form I = Interview, P = Presentation, T = Test**

Details of any assessments required will be provided in the invitation to interview letter.

Appointments to grade 7 and above will normally include a competency based interview and presentation.

## Additional Information

The positions will be on the Academic Staff scale. Appointments will normally be made on the grade 8 academic scale (£43,414- £51,805), dependent on experience and the normal practice within the discipline.

University Fellow appointees will be subject to the standard University promotion criteria and process. During the Fellowship it is expected that Fellows will develop the evidence and track record required to make an application for promotion to Reader. Should an appointee not be ready to make an application for promotion after 5 years, they will transfer to the position of Lecturer.

## Place of Work

The main place of work will be the University of Salford campuses, however we continue to operate informal hybrid working arrangements and are open to a mix of remote and campus-based working. There will definitely be a requirement for you to be on campus, but how that mix of remote and onsite works will predominately be down to the post holder to decide – we want Fellows to manage their own time and commitments and will discuss this as part of the selection process.

## Application Process

When applying, it is essential that the following documents are attached (as PDFs):

- A curriculum vitae, including: career/employment history and details of any career breaks; a summary of formal training and qualifications; relevant experience and evidence of esteem such as prizes and memberships of professional bodies and a list of publications/outputs. Please restrict the total length of the CV and outputs list to a maximum of five-pages of A4.
- A covering letter addressing the person specification and stating which of the research area/s the application relates to (maximum three-pages).
- A two-page outline of your proposed research programme, including: a research plan which particularly concentrates on for the first 2-3 years and highlights in particular: the novelty; details of any planned activities to maximise collaboration, partnership and knowledge exchange; plans for the £30K start-up funding.

You will be notified by email whether you have been shortlisted for interview and the dates of the interview. Interviews are expected to take place during the weeks commencing 20<sup>th</sup> and 27<sup>th</sup> March 2023.

**The closing date for applications is 23:55 on 26<sup>th</sup> February 2023.**

## **Informal Enquiries**

Informal enquiries should be directed to Gordon Fletcher, School Lead for Research and Innovation ([G.Fletcher@salford.ac.uk](mailto:G.Fletcher@salford.ac.uk)).