



UNIVERSITY OF
PORTSMOUTH
LONDON

LONDON CAMPUS PRINCIPAL

CANDIDATE APPLICATION PACK



TOP 3

MODERN UNIVERSITY FOR
RESEARCH POWER
RESEARCH EXCELLENCE
FRAMEWORK 2021

5★

UNIVERSITY

QS TOP UNIVERSITIES 2022

94%

GRADUATES IN WORK
AND/OR FURTHER STUDY
HESA GRADUATE
OUTCOMES SURVEY 2019/20

A MESSAGE FROM THE VICE-CHANCELLOR



THE UNIVERSITY OF PORTSMOUTH IS PROUD TO BE BOLD, NOT OLD. WE HAVE EMBRACED CHANGE TO CREATE A NEW BREED OF UNIVERSITY, WHERE COLLABORATION AND PARTNERSHIP UNDERPIN THE WAY IN WHICH WE WORK.

We want to be judged on our achievements and by what we do to help others achieve. Those achievements have been reflected in our REF outcomes, but we are not complacent and our ambition is for continued improvement and excellence.

The University of Portsmouth is a place where both staff and students achieve great things. As Vice-Chancellor, I never cease to be impressed by the ambition and commitment of colleagues towards growing our reputation through inspirational education and excellent research and innovation.

We have grown our global profile, strengthened and broadened our research and innovation, enhanced our students' experience, particularly in preparing them for the world of work, and developed our role within the city and the region.

We are now looking for a new London Campus Principal to lead the establishment of our new campus in collaboration with our partners in the London Borough of Waltham Forest.

Thank you for your interest in the role of at the University of Portsmouth. As I hope you recognise, the University is an exciting and exhilarating place to work and study that is well placed to respond to the opportunities of the future. If you share our ambitions and values, then I hope that you will apply to join us.

A handwritten signature in black ink, reading "Graham Galbraith". The signature is fluid and cursive, with a long horizontal stroke at the end.

Professor Graham Galbraith
Vice-Chancellor

TOP 3

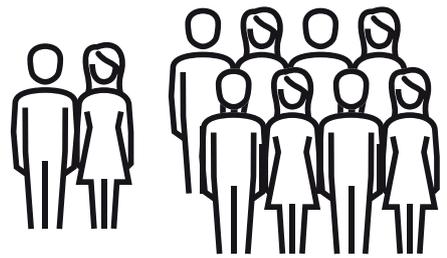
**MODERN UNIVERSITY FOR
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HESA GRADUATE
OUTCOMES SURVEY 2019/20



3,600
STAFF

31,000
STUDENTS

TOP 150

YOUNG UNIVERSITIES IN THE WORLD
TIMES HIGHER EDUCATION 2022

TOP 10

YOUNG UNIVERSITIES IN THE UK
TIMES HIGHER EDUCATION 2022

OUR VISION, MISSION AND VALUES

A UNIVERSITY'S PRIMARY PURPOSE IS TO EDUCATE AND TRANSFORM LIVES. TO THIS, WE WOULD ADD THAT IT'S ALSO TO TRANSFORM THE LIVES OF THOSE AROUND US.

Our clarity of purpose is driven by our vision, mission and values.

OUR VISION

By 2030 we will be the UK's top modern university and one of the top 100 young universities in the world.

OUR MISSION

To create, share and apply knowledge to make a difference to individuals and society.

OUR VALUES UNDERPIN EVERYTHING WE DO

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

More information about the University's Vision 2030 and Strategy 2025 can be found on the website port.ac.uk/strategy.

THE ROLE

THE LONDON CAMPUS PRINCIPAL HOLDS THE MOST SENIOR ROLE AT THE UNIVERSITY OF PORTSMOUTH LONDON CAMPUS, WITH OVERALL RESPONSIBILITY FOR THE LEADERSHIP AND MANAGEMENT OF THE CAMPUS AND OF ITS CONSTITUENT ACADEMIC AREAS AND LOCAL PROFESSIONAL SERVICES ON BEHALF OF THE UNIVERSITY.

Directly accountable to the Campus Strategic Management Committee (CSMC) which consists of the Vice-Chancellor, Senior Deputy Vice-Chancellor and our partner's executive leaders, the Campus Principal will be an inspirational and entrepreneurial leader. Establishing and shaping the strategic vision of the UoP London Campus to create a vibrant and thriving environment in which to deliver outstanding education and world leading civic engagement, transforming the opportunities and outcomes for individuals and the local community with a global outlook.

A student-centered leader with aspiration of improving life chances of local and international learners with strong commitments on civic engagement within the borough and surrounding areas will be critical for the role. This will include working closely with our partners at Waltham Forest Borough Council with the Principal expected to lead on civic engagement for the University within the borough as well as the surrounding areas.

With responsibility for a portfolio of partners, you will be driving a wide-ranging portfolio of projects designed to deliver the London

Campus' vision and maximise its success in a competitive landscape through close interactions with the University and strategic corporate partners.

Commercially astute and technologically aware, you will work with world-class and global partners to help shape the relationships, secure funding and develop strong, mutually beneficial collaborations.

The Campus Principal is the trusted expert advisor on all London Campus issues to stakeholders. They are responsible to the Vice-Chancellor, the University Executive Board and members of the Board of Governors. In addition, the Campus Principal will work closely with our partner's governing body and local government's relevant departments.

It's a great time to join the University as we launch our 2030 Vision and deliver our 2025 Strategy and look to become the UK's top modern university and one of the top 100 young universities in the world.



LONDON CAMPUS WALTHAM FOREST

WALTHAM FOREST IS AN AREA BURSTING WITH CULTURE AND OPPORTUNITIES, AS RECOGNISED BY THE MAYOR OF LONDON WHEN HE NAMED THE BOROUGH THE FIRST EVER LONDON BOROUGH OF CULTURE IN 2019.

The legacy of that year is everywhere, with Waltham Forest fast becoming a centre of world-class creativity, with culture on every corner.

Waltham Forest is proud of its thriving, diverse communities and residents are proud to live in their corner of London. They are passionate about making the borough a brilliant place to live, work, visit and invest.

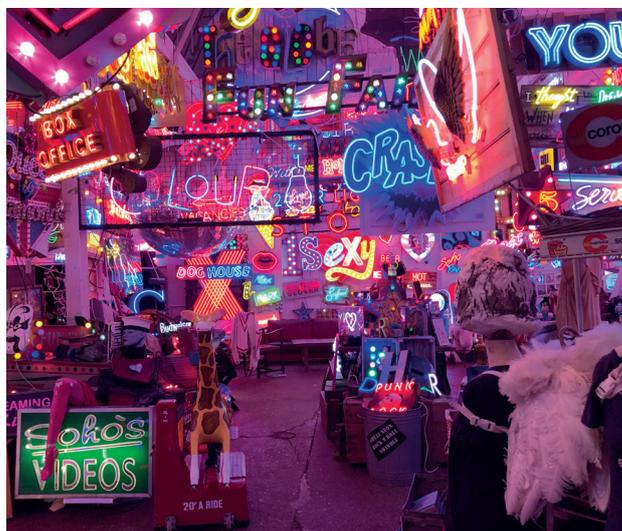
Waltham Forest offers a host of opportunities to residents, businesses and investors. Here are just some of their brilliant borough highlights:

- Walthamstow Town Centre, which features Europe's longest outdoor street market and a planned Cultural Quarter, alongside the new 17&Central shopping centre development
- The new Soho Theatre Walthamstow will see an iconic venue that hosted performances from the Beatles, The Rolling Stones and James Brown come back to life as a local venue with a national profile
- Walthamstow Wetlands, Europe's largest publicly accessible wetlands, features 211 hectares of greenspace and natural waterways and is completely free to access
- Waltham Forest has been at the forefront of councils promoting sustainable travel, prioritising walking and cycling and making safer streets for its residents
- Lea Bridge Argall Industrial Estate is bursting with 360 eclectic businesses
- A priority to create 15-minute neighbourhoods for easy local access to services and amenities
- The Hive, a dedicated environmental education centre nestled within 7 acres of blissful woodland and buzzing habitats in Epping Forest

And they are not stopping there. Waltham Forest is building a future for everyone.

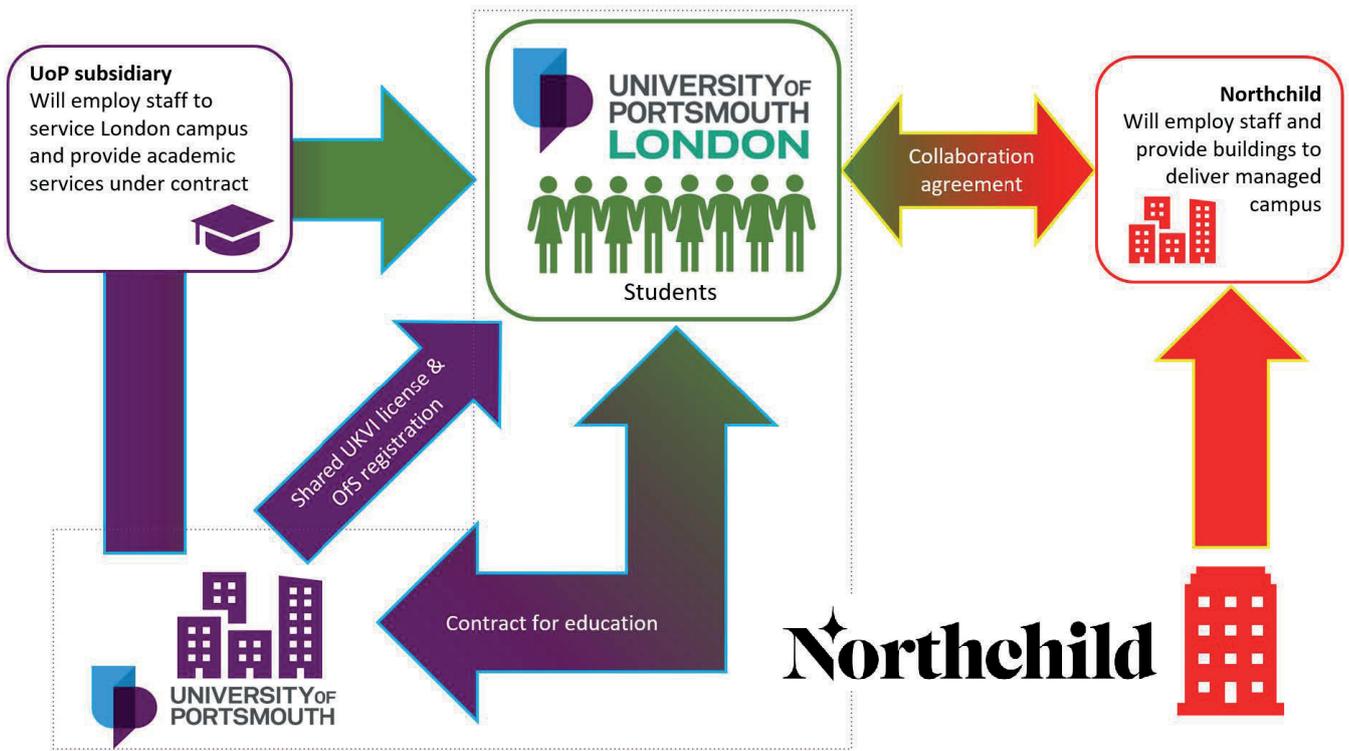
To get a flavour of Waltham Forest why not check out [@lbwalthamforest](#) on Instagram.

We will be working together to provide the highest quality student offer and experience.

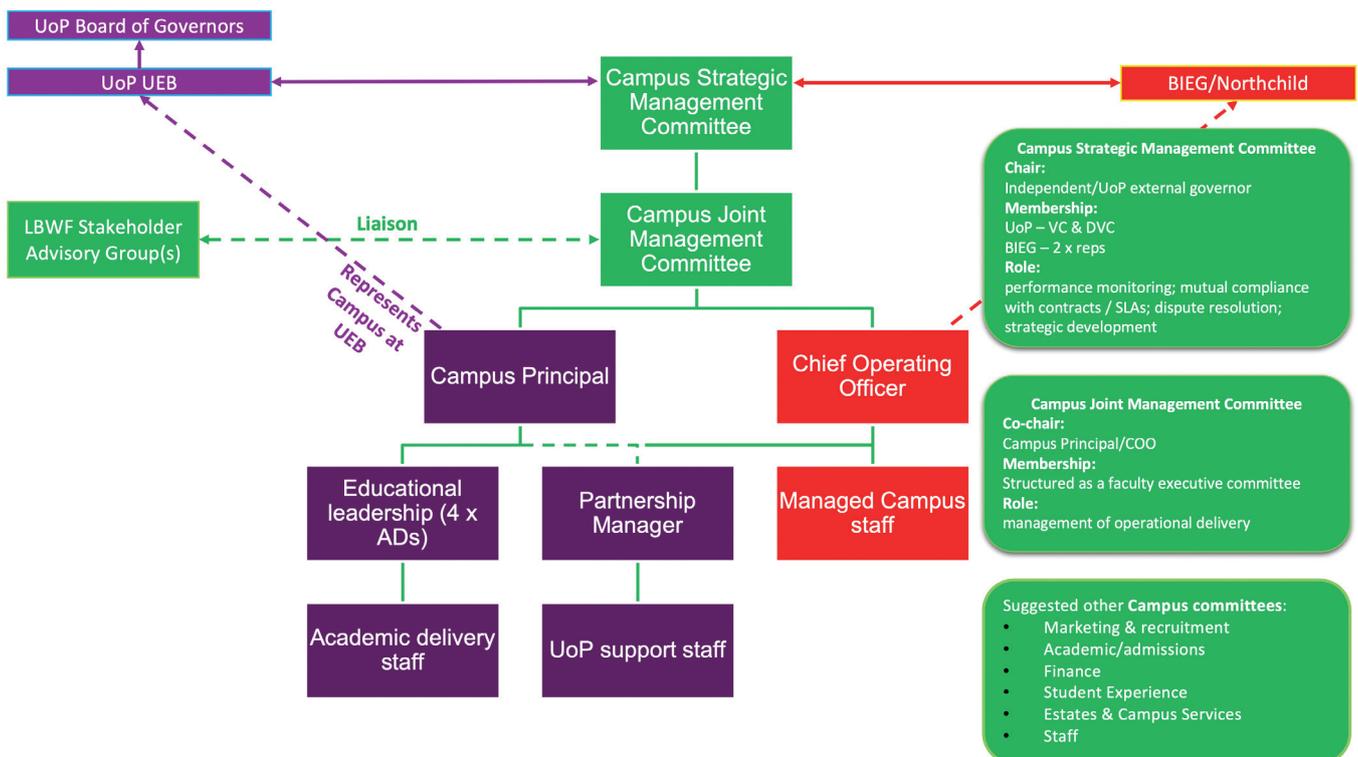


LONDON CAMPUS MANAGEMENT STRUCTURE

UoP London will be delivered as a collaboration between the University and Northchild as depicted by the chart below.



The organisational chart below shows the main relationship between the role and the partner organisations and gives a flavour of the academic staff structure.



JOB DESCRIPTION

Job Title:

London Campus Principal

Grade of Post:

Senior Postholder

Responsible to:

Campus Strategic Management Committee (CSMC) including Vice-Chancellor, Senior Deputy Vice-Chancellor and partner's executive leadership

Effective date of job description:

October 2022

KEY RESPONSIBILITIES

- Setting the strategic direction of the University of Portsmouth London campus and of its constituent academic areas within the context of the University's strategic plans;
- Participating in University strategic discussions as a member of the University Executive Board and various University Committees as required;
- Ensuring effective two-way communication between University committees and staff within the London campus and ensuring the effective implementation of campus decisions;
- The quality, standards, development and enhancement of the academic programmes, and for the quality of teaching;
- The quality, standards, development and enhancement of innovation, research, scholarship and knowledge transfer activities and the promotion and contribution of such activities to the academic programmes;
- Civic duties and engagement across the borough and surrounding areas to encompass the strategic work of the University as well as help and support the community in relevant education related matters;
- Working closely with our partner Northchild on achieving the joint objectives of the London campus;
- Managing evaluations by external bodies of the quality of the University's provision in teaching, research and innovation, civic engagement, administration and management;
- The line management of the Academic Directors, and Head of Campus Partnerships; setting their objectives and conducting their Performance and Development Reviews;
- The leadership, effective management, engagement and development, of all academic and support staff in the London campus including alignment of objectives through the London campus' Performance and Development Review process;
- Agreeing targets with the Vice-Chancellor, monitoring financial performance and the achievement of agreed targets;
- As budget holder for the academic operations of the London campus, to take responsibility for the allocation and control of the resources devolved to the London campus and for the transparency of such allocations;
- The recruitment and retention of students, agreeing home, EU and International targets with the University Executive Planning Group and CSMC, monitoring performance for the achievement of agreed targets;
- Developing and managing appropriate organisational and administrative structures and for monitoring their effectiveness;
- The operation of an effective committee system within the London campus in accordance with the University's and London campus' requirements for enabling action and communication, and to be the ex officio Chair of the University Board and University Executive;
- Ensuring compliance with the University's and London campus' policies and procedures in the London campus and its constituent academic areas;
- Assessing and managing risk, in line with the University's Risk Management Policy and to escalate matters where necessary;
- Responsible for health and safety within the London campus as defined in the University's Health and Safety Policy;
- Undertaking other tasks as may reasonably be required of her/him by the Senior Deputy Vice-Chancellor/Vice-Chancellor and CSMC.

KEY WORKING RELATIONSHIPS

- CSMC
- Vice-Chancellor
- Senior Deputy Vice-Chancellor
- Governors of the University
- Members of the University Executive Board
- Senior Management Team at the London campus
- Northchild Management Team
- Waltham Forest Senior Management team and Councillors



PERSON SPECIFICATION

Candidates will ideally meet as many as possible of the following criteria.
We recognise that strong candidates may not meet all criteria.

SPECIFIC KNOWLEDGE & EXPERIENCE

• Achievement and effectiveness as a visionary role model, innovator and team leader in areas of teaching, research or innovation activities	E AF, S
• Understanding and leadership of civic engagement activity	E AF, S
• Ability and willingness to lead change at a senior level	E AF, S
• Ability to communicate University policy and strategy to staff and students and to facilitate its implementation, and to channel issues raised within the University to senior management	E AF, S
• An awareness of modes of communication and barriers to that communication	E AF, S
• Ability to lead and motivate academic and support staff at all levels	E AF, S
• Successful leadership and management of teams and individuals, including familiarity with appraisal and performance issues, setting objectives and evaluating outcomes	E AF, S
• A significant track record of academic achievement and recognition in a discipline area relevant to the University	E AF, S
• An understanding of key inter-relationships between the subject areas represented in the London campus	E AF, S
• Experience of generating and managing external income to deliver internal surpluses	E AF
• Experience of initiating and developing mutually beneficial external relationships and partnerships, with a variety of private and public sector stakeholders	E AF, S
• Experience and track record of delivery in a relevant senior leadership role within a large, complex organisation at, or reporting to, Board level	E AF, S
• Demonstrable commitment to Equality, Diversity and Inclusion and a track record of applying this at senior level in order to achieve improved outcomes	E AF, S
• Experience of building, motivating and managing high performing teams	E AF, S
• Experience of planning, managing and controlling significant budgets, resources and funding	E AF, S
• Good understanding of managing health and safety in a campus environment as defined by the University Health and Safety Policy	E AF, S

SKILLS & ABILITIES

• Ability to strategically lead	E AF, S
• Ability to lead and develop others in an inclusive and collegial manner	E AF, S
• Ability to work as an effective member of strategic project team	E AF, S
• Excellent organisational, planning and prioritising skills	E AF, S
• Excellent oral, written and IT skills	E AF, S
• Ability to influence, persuade, present	E AF, S
• Ability to chair meetings effectively and efficiently	E AF, S
• Ability to set and monitor tasks for others	E AF, S
• Ability to manage competing priorities, time and workload	E AF, S
• Skills of academic and people leadership	E AF, S

QUALIFICATIONS, EDUCATION & TRAINING

• The person appointed will have been educated to postgraduate level with a doctorate or equivalent professional experience in a relevant field and may have a professional HE Management qualification	E AF
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OTHER REQUIREMENTS

• Commitment to providing access and an excellent learning experience for all students	E AF, S
• Commitment to working in a collegial, consultative and supportive way with colleagues	E AF, S
• A civic commitment to support our local region to overcome workforce shortages	E AF, S
• Commitment to values of equality, diversity and inclusion	E AF, S

Legend

Rating of attribute: **E** = Essential; **D** = Desirable.

Source of evidence: **AF** = Application Form; **S** = Selection Programme (including Interview, Test, Presentation, References)

TERMS AND CONDITIONS

Annual leave entitlement is 35 working days in a full leave year. In addition, the University is normally closed from Christmas Eve until New Year's Day inclusive and there are a further five bank holidays. There is a probationary period of 12 months, 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 successful candidates and to ask them to submit documentary evidence of their qualifications on taking up their appointment.

Candidates who are shortlisted will be asked to bring their passport and any other 'Right to Work' documentation to interview where it will be copied, checked and verified as part of the University's prevention of illegal working process

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 12 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 entitled to join the Teachers Pension Scheme. There is a comprehensive sickness and maternity benefits scheme.

HOW TO APPLY

An executive search process is being carried out by Anderson Quigley in addition to the public advertisement.

Should you wish to discuss the role in strict confidence, please contact Anderson Quigley, who is acting as an employment advisor to the University of Portsmouth:

Sophie Rees on +44 (0)7719 313 982,
sophie@andersonquigley.com

Akhil Yerneni on +44 (0)7808 649 556,
akhil@andersonquigley.com

or Ed Pritchard on +44 (0)7873 218 380,
ed@andersonquigley.com

The closing date for applications is noon on **Monday 23rd January 2023**.

Applications should consist of:

- A full CV
- A covering letter stating how you meet the background and experience section of the person specification and outlining your motivation for applying for this role. Your covering letter should be a maximum of two sides of A4.
- Please include details of two referees in either your CV or covering letter, though please note that we will not approach your referees without your prior consent and only should you be shortlisted.
- Please use the following link to complete the online **Equal Opportunities Monitoring Form**.

Completed applications should be uploaded at www.andersonquigley.com using the reference number **AQ1617**.

