



The University of Manchester

Vice-Dean and Head of the School of Environment, Education and Development

August 2024

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The University of Manchester

Executive summary

The University of Manchester is one of the world's leading universities with an international reputation for excellence in research and teaching, and a genuine commitment to social responsibility. We are fully committed to boldly investing in our people and infrastructure to not only retain this position but to strive for continuous improvement in all we do.

As such, the University now seeks to appoint an experienced and inspirational Vice-Dean and Head of the School of Environment, Education and Development who can provide the academic leadership and management to the School and who can lead, deliver and further develop an already strong performance in the field. The post holder will also be a member of the Faculty of Humanities Leadership Team, supporting strategic Faculty developments across the four Schools that make up the Faculty ([Alliance Manchester Business School](#); [School of Arts, Languages and Cultures](#); [School of Environment, Education and Development](#), [School of Social Sciences](#)).

[The School of Environment, Education and Development](#) represents one of the most innovative academic structures of The University of Manchester. It forges an interdisciplinary partnership combining Geography, Planning, Property and Environmental Management, the Manchester School of Architecture (a partnership with Manchester Metropolitan University), the Manchester Institute of Education, and the Global Development Institute (GDI), covering research and teaching across the social and environmental dimensions of human activity. The School has 330 academic teaching and research colleagues, approximately 70 Professional Services colleagues, a little over 1400 undergraduate and almost 2,800 postgraduate students.

The School offers over 80 exceptional UG and PGT teaching programmes and its outstanding PGCE programmes train over 550 teachers annually. Reporting to the Vice-President and Dean of the Faculty of Humanities, the Vice-Dean and Head of School holds a senior role within the University, with overall responsibility for the leadership and management of the School. The role plays an instrumental part in the development and implementation of the University's [Our Future](#) strategic plan, to become recognised globally for the excellence of our people, research, learning and innovation, and for the benefits we bring to society and the environment.

The successful candidate will possess a strong record of academic achievement with a significant record of leadership or other influential roles with relevant external associations, networks and institutions. They will be able to articulate a clear and inspiring vision for the School and will work towards building upon the School's already outstanding international reputation. With a good understanding of the UK higher education sector, they will also bring commercial acumen, a commitment to innovation and the ability to represent the School internally across the institution and externally at the highest level.



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The University of Manchester

The University of Manchester has a distinguished history of academic achievement and an ambitious agenda for the future. The University's tradition of success in learning and research has entered its bicentenary. We have a history of world firsts and brilliant discoveries, from splitting the atom to giving the world graphene. Today, the University enjoys a global reputation for its innovative approach to learning and its internationally renowned research.

Since 2005, the University of Manchester has risen in various ranking and league tables. It is ranked 32nd in the 2024 QS World University Rankings, confirming the University as a world-class teaching and research institution. In 2024, the University was ranked second globally in the THE Impact Rankings, recognising the social and environmental impact of our work across its full range of functions.

QS World University Rankings by subject (2024):

- Manchester School of Architecture 5th in the world
- Global Development 10th in the world
- Geography 6th in the UK
- Education 7th in the UK

Manchester was also ranked fifth in the UK in 'research power' in the 2021 Research Excellence Framework. These results confirm Manchester's place as one of only a handful of the UK's leading research universities across a wide range of subjects.

The University provides a stimulating learning environment and the highest standards of teaching with enthusiastic and engaging teachers. The quality of the higher education we provide is therefore characterised by an outstanding student experience and a rich and diverse learning environment with a strong commitment to social responsibility and the employability of its graduates.

The University can count 25 Nobel Prize winners among current and former staff and students. Iconic appointments amongst the current staff include novelist Jeanette Winterson, historian Michael Wood and Nobel Laureate and life scientist John Sulston. Professor Andre Geim and Professor Konstantin Novoselov were awarded the 2010 Nobel Prize in Physics for their discovery of graphene, the world's strongest and thinnest material.

The academic structure of The University of Manchester is made up of Faculties and Schools. There are three Faculties (listed below) with nine academic schools:

- [Faculty of Science and Engineering](#)
- [Faculty of Humanities](#)
- [Faculty of Biology, Medicine and Health](#)

The Professional Services teams provide support for the academic mission of the University through the provision of a number of services including technical, administrative, IT, Finance, Estates, People & Organisational Development, Student Marketing and Communications, and Research support.

Faculty of Humanities

The [Faculty of Humanities](#) is becoming one of the most successful faculties of its kind. The largest Faculty in the University, it consists of more than 21,000 students and approximately 2,300 staff and has an annual income of more than £350 million. It is made up four Schools: Arts, Languages and Cultures; Environment, Education and Development; Alliance Manchester Business School; and Social Sciences. These are all led by the Dean and Vice-President, Professor Fiona Devine. Its research contributes to the world around us and impacts all areas of society. The Faculty's world-leading academics tackle global issues such as environmental sustainability, climate change, poverty, and conflict response, and help bring solutions to some of the most pressing issues facing the world, today and in the future.

With one of the largest and most diverse grouping of humanities researchers and teachers within a single faculty in Europe, the Faculty of Humanities has an excellent national and international reputation. Featuring highly in international university rankings, the Faculty is currently ranked 2nd for Education and 6th for Town & Country Planning and Landscape Design in the Complete University Guide; 3rd for Construction, Surveying & Planning and 4th for Accounting & Finance in the Guardian University Rankings; 5th in the UK Financial Times for the Business School's MBA; and 1st for Music in the Times University Rankings.

The Faculty's structure, scale and academic range enables it to promote interdisciplinary research and teaching collaboration between the Arts and Social Sciences, as well as between Humanities and Sciences. The Faculty attracts research funding from a broad base of sources to support its long-term research ambitions, securing more than £16 million in new external contributions in 2022/3 while continuing to manage major investments such as the [African Cities Research Consortium](#) (Foreign, Commonwealth & Development Office) and The [Productivity Institute](#), (UKRI/Economic and Social Research Council), both £32 million in value.

Further information about the Faculty of Humanities can be found at:
www.humanities.manchester.ac.uk

School of Environment, Education and Development (SEED)

SEED (<https://www.seed.manchester.ac.uk/>) represents one of the most innovative academic structures of The University of Manchester. It forges an interdisciplinary partnership combining Geography, Planning, Property and Environmental Management, the Manchester School of Architecture, the Manchester Institute of Education, and the Global Development Institute (GDI), thus uniting research into social and environmental dimensions of human activity.

The School has 330 academic and research staff, approximately 70 Professional Services staff, a little over 1,400 undergraduate and almost 2,800 postgraduate students from over 85 countries [of whom approximately 250 are research students].



Our diverse **research portfolio** explores and explains the complex relationships between societies, economies, governments, and the environment. Each of SEED's five departments contributes unique perspectives to advance knowledge, innovate methods, and tackle global challenges. The Research Excellence Framework (REF) 2021 recognised the high quality of SEED's research, ranking the [Global Development Institute](#) in the top two in the UK, [Architecture](#) and [Planning, Property and Environmental Management](#) in the top 5, and the [Manchester Institute of Education](#) in the top 10. Both [Geography](#) and the combined unit of Architecture and Planning, Property and Environmental Management achieved a very significant rise in grading of research output quality.

Our long-standing dedication to developing meaningful partnerships with local, national, and international organisations [delivers research which makes a difference](#) to communities across the globe.

We remain committed to disciplinary and inter-disciplinary research excellence across a broad set of agendas, while highlighting our collective excellence across four guiding themes:

- Understanding and responding to the root causes of inequalities
- Providing theoretical and practical expertise on cities and infrastructure
- Revealing insights into environmental change and sustainability
- Developing digital methods, perspectives and solutions.

Our research structures and groups – including the [Manchester Urban Institute](#) – help us to provide a stimulating, supportive and inclusive research environment through which the next generation of research scholars and leaders can thrive.

We offer over 80 outstanding UG and PGT **teaching programmes** across all our departments with many of our students gaining the opportunity to experience an international perspective through field trips. Our world-class facilities, from high-tech laboratories to specialist libraries, support students' learning through research. The School is committed to high-quality, innovative teaching to help students reach their full potential. World-leading teaching experts provide the best learning experience possible through their inspiring knowledge and passion. Personalised learning puts students at the heart of their academic experience - with flexible, multidisciplinary courses to make sure they gain the skills and knowledge to enhance their employability and flourish in their chosen career.

The School's initial teacher education programmes have once again recently been recognised as a high-quality route for diverse and committed primary and secondary teachers joining the profession. After their inspection in May this year, Ofsted identified the underpinning importance of "the provider's vision for excellence, which encompasses values such as inclusion, tolerance, respect and social justice," placed "at the heart of trainees' learning." University of Manchester PGCE trainees "flourish in a partnership that places high-quality communication at its heart. They benefit from first-rate, exceptional education and training".

The School's commitment to providing an excellent experience for its students is reflected in National Student Survey (NSS) 2024 results, with final-year students who responded giving an overall positivity score of 82.9%. Five of the seven core NSS themes received positivity scores of more than 80%. Learning Resources led with 87.6%, followed by Academic Support with 87.3% and Teaching on My Course scoring 86.1%.

The University has been rated gold for student outcomes, and silver for student experience by the Office for Students (Teaching Excellence Framework 2023).

Social responsibility is built into every aspect of life in the School, including our teaching, research, and public events and activities. The School makes a difference not only through its world class research but through the large cohorts of motivated students that we graduate every year.

We recognise the power of our research to influence the policies, priorities and programmes of a range of governmental, business and non-profit organisations working to improve society and economy. We recognise the impact our activities have on communities in Manchester and beyond, nationally and internationally.

Through our commitment to Social Responsibility, we invest in building and sustaining our relationships across these communities and commit to engaging and partnering with diverse organisations to support new conversations and new ideas to improve lives.

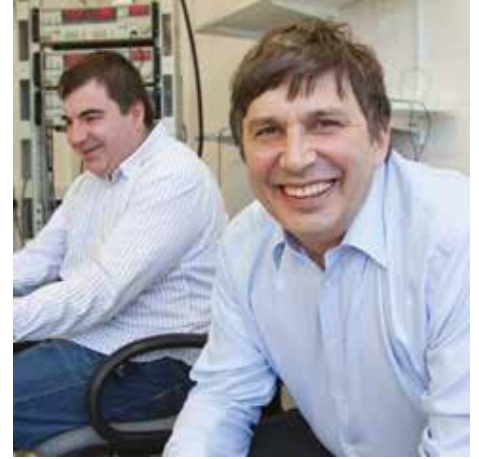
Equality, diversity, and inclusion (EDI) are fundamental to SEED's ethos. The University of Manchester's strategic plan, '[Our Future](#),' emphasises the importance of EDI in strengthening the University and embedding it in core activities. SEED's EDI team, led by the Director for EDI and the Director for Social Responsibility, includes staff leads for Disability Equality, Race Equality, Gender and Sexuality Equality, and student representatives. In December 2023, SEED received the Athena Swan Silver Award, acknowledging its commitment to gender equality within higher education and research.

SEED's dedication to social responsibility and EDI drives its efforts to build and maintain relationships with diverse organisations, fostering new conversations and ideas to enhance lives. This holistic approach ensures that SEED not only contributes to academic excellence but also makes a meaningful impact on society.



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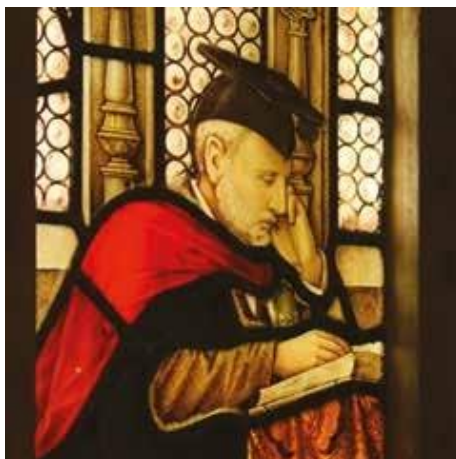
The University of Manchester



Our future

Knowledge | Wisdom | Humanity

Our vision and strategic plan as
The University of Manchester enters its third century



Further information about the Our Future strategic plan can be found at: www.manchester.ac.uk/discover/vision

Vice-Dean and Head of the School of Environment, Education and Development

Purpose of the role

The Vice-Dean and Head of School is a strategically important role within the Faculty of Humanities and the University of Manchester, providing academic leadership to the School and setting a compelling and ambitious school academic vision and strategy. The Head of School leads the successful delivery of the School's teaching and learning, research, knowledge transfer, social responsibility and EDI ambitions, engenders a culture of high performance and champions the reputation of the school internally and externally. The role holder is a pivotal member of the Faculty Leadership Team, responsible for contributing to the shaping of Faculty strategy and priorities and its contribution to the University of Manchester's vision and strategic goals.

The Vice-Dean and Head of a School, as a member of the University's extended leadership team, is a strategically critical role in pursuit of the [Our Future](#) strategic plan at both faculty and school level. The successful candidate will provide high quality academic leadership and management to ensure the School and Faculty make a full contribution towards the objectives of the University.

Key duties/responsibilities:

The post holder will work closely with the Director of School Operations, who is responsible for the School's Professional Services teams, in order to develop and deliver the School strategy, ensuring that academic and Professional Services priorities are aligned. Key responsibilities include:

Strategic Academic Leadership

- As a member of the faculty leadership team, to sponsor the views of the School and its disciplines and to contribute to the shared leadership of faculty strategy in pursuit of the University's goals and ambitions.
- To develop and align the School vision and strategy to that of the Faculty and University, ensuring excellence in teaching, research and knowledge transfer through collaborative ways of working between all colleagues across the School.
- To champion interdisciplinary teaching, research and innovation across the School, promoting new and innovative programmes of learning.
- To promote the School's interests and reputation internally and externally, to attract the funding that enables innovative and forward-looking programmes of research and to foster public engagement in the work of the School.
- To maintain a comprehensive understanding of developments and trends in higher education policy and practice, in particular with relevance to the work and disciplines of the School, in order to inform school strategy.
- To liaise with the School Research Director and Heads of Research Centres and Institutes to develop and maintain a strategy for research, including a research funding strategy for the School.

School Planning, Management and Governance

- To develop a continuous and rolling annual academic plan for the School with clear accountabilities, regular review, measures of success and evaluation.
- To lead the appropriate governance structures to ensure successful delivery of priorities in accordance with quality assurance, university policies and procedures, compliance, governance and the provisions of the Charter, Statutes, Ordinances and Regulations.

- To manage the School effectively and efficiently, allocating manageable and balanced academic workloads that enable a high quality colleague and student experience.
- To ensure that the School sets and meets agreed targets including student recruitment targets, financial targets and other agreed key performance indicators.
- To monitor quality and standards of programmes of study and review, for report to Senate, regulations dealing with such programmes of study.
- To ensure that the School meets its obligations regarding formal reporting to the relevant school, faculty and university governance structures in a timely manner.

People Leadership and Development

- To take accountability for the attraction and retention and workforce planning of leading and emerging academic talent in the School, ensuring a culture of high performance, inclusion, development and progression throughout.
- To promote a high-performance culture by engaging in performance management and development processes and academic frameworks, including dealing effectively with poor performance and leading on cyclical academic performance and development processes.
- To champion the development of a culture of equality, diversity and inclusivity across the School, taking positive action to build diverse representation and inclusivity at all academic levels.
- To promote and role model the wellbeing of all colleagues through open and transparent communication, setting sustainable workloads, and embedding a culture of belonging across all teams.
- To develop an engaging and inspiring listening and communication strategy across the School, ensuring that all colleagues are involved in, and connected to the life of the School and University.

Student Experience

- To provide vision for and oversee delivery of recruitment, academic support, wellbeing and progression of students within the School.
- To lead on the development and evaluation of excellence in the student experience, aligned to the needs of the diverse student body and promoting student engagement and evaluation of the education provision.
- Driving continuous improvement to the student experience and outcomes using critical metrics, such as NSS and student evaluation, to identify opportunities for enhanced and inclusive experiences.

Financial/Estate Management

- To manage the School's financial and physical resources, ensuring School financial expenditure, risks and opportunities are highlighted and managed in line with the University's strategic goals and in support of the University's financial sustainability strategy and financial regulation.
- To support the development of a robust school budget and five-year plan, reviewing opportunities for business development and income generation that is aligned to school and faculty strategic objectives.
- To ensure efficient use of space and the development of the School's facilities.

Health and safety

- To ensure a safe working environment is provided for all students and staff within the School.
- Review, from time to time, the health and safety procedures in operation in the School and ensure that they are adhered to.

Person specification

Candidates must be able to demonstrate that they meet the requirements of this person specification in order to be considered for the role of Vice-Dean and Head of School:

Organisational leadership

- Strong commitment to the goals, vision and values of the University and the ability to translate goals into school vision and purpose.
- The ability to create a sense of unity and common purpose.
- The ability to lead large academic teams successfully through change and transformation.
- A track record in actively building teams and strong working relationships.
- A strong background in the promotion of interdisciplinary working across school and faculty boundaries.

Academic grounding

- Personal academic standing and distinguished record of academic achievement and excellence in a field related to one of the school's disciplines.
- A personal academic standing which commands the respect of colleagues within the School, Faculty, University and externally.
- A strong commitment to promoting excellence in teaching and research within the School.

Personal qualities

- The ability to think strategically and to seek to gain the agreement of colleagues on strategic decisions.
- An open and honest communicator with a high level of personal integrity that builds trust, influence and confidence.
- Engages, consults with and listens to colleague at all levels and students at all levels on a regular basis.
- Knows when and how to engage others to support strategic and operational decision making.
- Builds strong and influential partnerships with colleagues.
- Well organised and committed to getting the job done.
- Strong personal commitment to equality, diversity and inclusion in education and employment.
- Commitment to own continuing development and the development of others.
- Strong people leadership capability with the ability to engage and motivate a diverse workforce.

Experience

- A proven successful track record in an academic leadership role is a requirement.
- Previous experience as a Head of Department or School (or an equivalent academic unit) would be an advantage.
- Demonstrable experience in financial and budgetary management.

Training

- Applicants must have completed a relevant leadership programme or be willing to undertake such a programme if appointed. Alternatively, possession of a recognised leadership/management qualification would be acceptable.



Appointment process

The Vice-Dean and Head of the School of Environment, Education and Development will be appointed by a selection committee.

An executive search exercise is being undertaken by Anderson Quigley in parallel with the external and internal advertisement of the post. Anderson Quigley will support the selection committee in the delivery of its duties, both to assist in the assessment of candidates against the requirements for the role and to identify the widest possible field of qualified candidates. Further information can be found here: www.andersonquigley.com

How to apply

As an equal opportunities employer, we welcome applicants from all sections of the community regardless of age, sex, gender (or gender identity), ethnicity, disability, sexual orientation and transgender status. If you have the qualities and attributes we seek, we would be delighted to hear from you.

To apply, please submit a full CV and a supporting statement. Your CV should include:

- educational and professional qualifications
- full employment history
- the names and addresses of two referees. Referees will not be approached until the final stages of the selection process and not without prior permission from candidates.

Your supporting statement should demonstrate your ability to meet the person specification (maximum two pages.)

Please submit your documents to www.andersonquigley.com/job/aq2813 using the reference AQ2813.

The closing date is **noon Friday 4th October 2024**.

Should you wish to discuss the role in strict confidence, please contact our advising consultants at Anderson Quigley:

Imogen Wilde on +44 (0)7864 652 633 or imogen.wilde@andersonquigley.com; Elliott Rae on +44 (0)7584 078 534 or elliott.rae@andersonquigley.com

Longlisted candidates will be invited to discuss the role further in October 2024. The selection committee will then convene to decide upon a shortlist. Shortlisted candidates will be invited for panel interview. An appointment will be made subject to satisfactory references, and in line with the usual terms and conditions of employment of the University.

