The Sheffield Institute for International Development

Faculty of Social Sciences

Director of the Sheffield Institute for International Development / Research Chair in International Development

Pursue the extraordinary

Overview

The Faculty of Social Sciences is a large and diverse grouping of thirteen departments that offer professional education alongside more traditional social science disciplines. This rich and exciting disciplinary mix encompasses both world-leading academic research and education and a strong practitioner focus in particular areas. It uniquely positions the Faculty among Sheffield's peer institutions. You will be expected to work with and develop an existing network of researchers in order to promote and sustain a world-leading urban research agenda. You will lead the Sheffield Institute for International Development (SIID) and will be expected to work with an existing network of researchers drawn from across the Faculty who share interests in international development.

About the Institute

Sheffield Institute for International Development (SIID) is a flagship interdisciplinary research institute within the University of Sheffield. SIID brings together researchers, and non-academic stakeholder groups to develop new approaches to development research. Understanding the challenges of development is increasingly important in our inter-connected world. Our mission is to examine and explore the multiple, lived experiences of development and the struggles for a more just global settlement. Research in SIID is inspired by conceptual, theoretical and empirically grounded reflections on development and global justice, as well as the challenges and opportunities of 'doing' development through policy and practice. Our work seeks to link rapid global change, the new global architecture and the increasingly borderless world we all inhabit with the lives of people in and from the global South who are experiencing the consequences of environmental transformation, urbanisation, violence, poverty, vulnerability and the consequences of state incapacity or bias. SIID promotes internationally leading research, high quality postgraduate training through its graduate school, and public engagement. We have a commitment to co-producing research whenever it is appropriate to do so - with international agencies, NGOs and people from/in the Global South- in ways that make our research more effective and more representative.

Job Role

It is with great pleasure that we formally invite applications for the position of Director of the Sheffield Institute for International Development / Research Chair in International Development.

The Faculty of Social Sciences has made a strategic commitment to developing and delivering an ambitious and high quality research agenda that addresses and impacts upon the major challenges faced by society. Central to this is the growth and enhancement of several priority inter-disciplinary themes including Inclusive Society, *Wellbeing and the Life Course, Digital Society, Sustainable Growth* and methods initiatives focused on Co-production and Big Data.

We are looking for an inspirational leader, who can provide the intellectual and strategic direction to meet our ambitions for The Sheffield Institute for International Development. You will work to ensure the Institute maintains and builds upon its position as a hub of world-class International Development research. You will be a recognised world-class scholar with a distinguished publication and successful grant funding record in fields relevant to the Institute's core interests. Your research should have considerable impact beyond the academy.

In addition, you will be expected to make an effective contribution in research, learning and teaching or leadership in one of the Faculty's constituent departments. The precise nature of this contribution will be defined in discussion with the successful applicant according to his/her experience, expertise and interest. This may include teaching duties in the home department.

This is an academic appointment at professorial level and the Faculty is committed to providing you with the time and resources needed to develop your personal research ambitions at Sheffield while also contributing to the leadership and activities of The Sheffield Institute for International Development. You will initially spend 100% of your time in your Institute role before transitioning to a model where you split your time between the Institute 50% and a relevant academic role. You will be attached to the academic department within the Faculty which best reflects your discipline area, and the nature of your role within the relevant Department will be discussed with the Head of Department prior to appointment.

You will report to the Faculty Director of Research and Innovation and will have a strong and positive working relationship with the Head of your academic department.

This is a unique opportunity for an academic leader who is committed to research and has the necessary inspiration and expertise to develop our international development agenda both intellectually and in an evolving leadership capacity. We are hoping for a strong and competitive field and the SIID team looks forward to working closely with the successful candidate.

Professor Craig Watkins

Faculty Director of Research and Innovation, Faculty of Social Sciences

Job Description

Main Duties and Responsibilities

Specific responsibilities of the role are:

LEADERSHIP AND MANAGEMENT

- Be responsible and accountable for setting and advancing the academic strategy of the Sheffield Institute for International Development and the International Development interdisciplinary research theme with Faculty and University strategic plans and direction.

- Actively engage with external stakeholders in shaping the strategy of SIID.

- Help develop and sustain appropriate structures for management, consultation, decision-making and communication with Institute staff and International Development research staff.

- Create a dynamic and forward-looking interdisciplinary research environment.

- Develop and secure research grant income.

- Deliver high quality, highly cited academic outputs

- Ensure the highest levels of quality, integrity and ethics in all research undertaken.

- Develop links with other research Centres and Institutes within and beyond the University, developing joint seminars and conferences and facilitating opportunities for student

engagement in research activities.

- Promote and represent the Institute/Faculty/University both internally and externally.

KNOWLEDGE TRANSFER

- Create and exploit new opportunities for knowledge transfer activity in order to secure additional income streams and new areas of research.

- Develop impact in the field of international development research.

- Contribute to University-wide initiatives in order to improve understanding and communication of this area.

PEOPLE MANAGEMENT

- Ensure that University HR policies and procedures are implemented.

- Ensure that staff performance is managed appropriately and in a way that is consistent with the expectations of the Sheffield Academic, and that fair workload allocation processes are in place.

- Ensure all research staff have access to the necessary support to enable them to contribute fully and develop their skills and experience.

- Engender a culture of excellence, cooperation and respect within The SIID team.

- Make effective use of all staffing resources and seek opportunities for collaboration and joint working with others across and beyond the Faculty.

- Ensure a safe and healthy environment for both staff and students, and full compliance with health and safety requirements.

FINANCIAL MANAGEMENT

- Take responsibility for devolved budgets and comply with University financial regulations.

- Manage income and expenditure in order to promote financial sustainability.

- Ensure adherence with University Financial Regulations and other financial operating procedures and regulations.

- Ensure that University equipment/facilities under your control are properly maintained and serviced as required.

QUALITY ASSURANCE

- Ensure all activities are carried out to the highest possible standards and put in place the necessary evaluation and monitoring procedures to ensure both compliance and improvement: such procedures will include research and management of all resources.

- Comply with auditing, quality assurance and risk management procedures both internal and external.

DEVELOPMENT OF PERSONAL ACADEMIC/RESEARCH STANDING

- Continue to develop one's position as a leading academic researcher; including publication, securing of external funding and the pursuit of other relevant indicators of standing in the field.

- Engage positively with the academic community within your 'home' academic department (to be determined through mutual discussion and linked to discipline area).

- Any other duties, commensurate with the grade of the post.

Person Specification

Applicants should provide evidence in their applications that they meet the following criteria. We will use a range of selection methods to measure candidates' abilities in these areas including reviewing your on-line application, seeking references, inviting shortlisted candidates to interview and other forms of assessment action relevant to the post.

Qualifications and experience

- An internationally recognisable academic and research track record within the Social Sciences, including substantive experience of collaboration and interdisciplinary research.

- A PhD (or equivalent experience), ideally in a social sciences discipline.

- Experience of administrative and management systems in Universities.

Management skills

- Excellent people management skills, with a proven ability to lead and manage a large and diverse team.

- Experience of operating at managerial/strategic level within the Higher Education sector or similar complex environment.

- Ability to manage competing demands.

- Ability to set and communicate strategy and expectations for staff.

- Experience of managing budgets.

Communication skills

- Excellent interpersonal skills, with the ability to liaise and manage relationships effectively with colleagues, students and external stakeholders.

- High level influencing and networking skills.

- Excellent communication skills, both written and verbal.

Team working

- Ability to lead effectively a diverse and interdisciplinary team.

- Experience of building and developing a team.

Supporting staff performance

- Able to support staff effectively, address poor performance and provide appropriate staff development opportunities for all.

Problem solving and decision-making

- Proven ability to tackle and resolve complex and often conflicting problems within set time frames.

- Experience of high level innovative and strategic decision making.

- Project management.

- Experience of managing complex projects within a Higher Education setting or in a similar complex environment.

- Personal effectiveness.

- Ability to maximise opportunities and exploit challenges.

- Capacity for successful innovation and ability to oversee developments.

- Able to engage effectively with internal and external stakeholders.

- Proven capacity to work to and meet deadlines.

Further Information

Reporting Structure: At the University of Sheffield, the post holder will report to the Faculty Director of Research and Innovation. As a world-class researcher, you will be linked to an Academic School/Department within the Faculty of Social Sciences. This will be discussed and determined on appointment. You will liaise closely with the department in respect of their research activities.

Support in the role: You will be provided with administrative support within The Sheffield Institute for International Development and will receive support at a departmental level in respect of the pursuance of your personal research agenda and agreed departmental duties. Additional specific support may be available based on an individual's research ambitions and personal requirements.

This post is open ended.

This post is full-time:

This role has been identified as a full-time post, but we are committed to exploring flexible working opportunities with our staff which benefit both the individual and the University (See www.sheffield.ac.uk/hr/guidance/flexible). Therefore, we would consider flexible delivery of the role subject to meeting the business needs of the post. If you wish to explore flexible working opportunities in relation to this post, please contact the recruiting department via the contact details provided below.

Benefits

Terms and conditions of employment: will be those for a Non-Clinical Professor.

Salary for this grade: Professorial Pay Scheme Band Structure.

Please see pay scheme structure:

(http://www.shef.ac.uk/hr/reward/professorial/structure.html)

Holidays: 30 days, plus 3 closure days, plus 8 bank holidays per year. Staff also have the opportunity to purchase additional leave.

Pension: The post-holder is eligible to join the Universities Superannuation Scheme (USS).

Other general benefits: The University offers a range of core and lifestyle benefits to its staff,

including the 'Pay Plus' salary sacrifice scheme on pensions, childcare vouchers and bike purchase. The UOffers scheme also provides a range of discounts and retail offers negotiated on behalf of University staff.

Role specific benefits: A generous removal/relocation expenses package is available subject to the terms of the scheme. The post-holder will be provided with the appropriate personal mobile equipment (e.g. iPhone, laptop) to enable flexible working across and beyond campus.

More details on salaries, terms and conditions and our wide range of benefits for staff are available at: www.sheffield.ac.uk/hr/reward/strcutures

Closing date: 3 June 2015

Informal enquiries:

For informal enquiries about this job and the recruiting department, contact: Professor Craig Watkins at c.a.watkins@sheffield.ac.uk or on 0114 222 6925. In order to schedule a discussion please contact Cristina Molina-Hall in the first instance at c.molinahall@sheffield.ac.uk or 0114 222 8352.

For administration queries and details on the application process, contact the lead recruiter: Jayne Parkin on J.E.Parkin@sheffield.ac.uk or on 0114 222 8343.

For all online application system queries and support, visit:
https://www.sheffield.ac.uk/jobs/applying
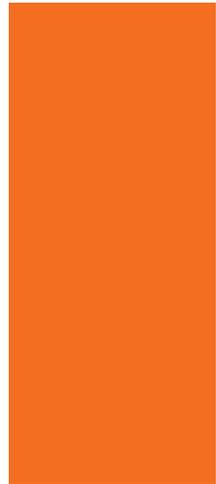
Selection-Next Step

Following the closing date, we will contact you by email to let you know whether or not you have been shortlisted to participate in the next stage of the selection process. Please note that due to the large number of applications that we receive, it may take up to two working weeks following the closing date before the recruiting department will be able to contact you.

The University of Sheffield is committed to achieving excellence through inclusion.

The University of Sheffield is proud to be a Two Ticks employer
www.sheffield.ac.uk/hr/equality/support/twoticks

The University has achieved the Athena SWAN award for Women in Science, Engineering and Medicine.

Stonewall
**TOP 100
EMPLOYERS**
2015

nus
green impact

2014
THE AWARDS
AWARD WINNER
OUTSTANDING SUPPORT FOR
EARLY CAREER RESEARCHERS

THE 1ST STUDENT
EXPERIENCE
SURVEY 2014-15

Pursue the extraordinary