

## Job Description

### General Details

Job title:	Professor of Electrical Power Systems Engineering (CAE17/06RA)
School/Department	School of Creative Arts and Engineering / Engineering
Normal Workbase:	Stoke Campus
Tenure:	Permanent
Hours/FTE:	Full Time 1.0 FTE
Grade/Salary:	Grade 10 currently £58,655 - £62,219 per annum
Date Prepared:	October 2017

### Job Purpose

The post holder will lead and manage the research activity in the Electrical Engineering subject area and as such will be expected to make a substantial contribution to research agenda of both the School of Creative Arts and Engineering and the Department of Engineering and will contribute to a future REF submission. The post holder will play a key role in the development and delivery of academic provision to undergraduate and postgraduate students, specifically in the areas of electrical power systems engineering and analysis, power system protection, and electrical machines and drives within Electrical Engineering; and with an emphasis on the development of e-learning strategies for an increasingly diverse range of learners. The post holder will in addition undertake operational management responsibilities as allocated by the Head of Department and will contribute to University and/or School initiatives and developments in line with the strategic business plan.

### Relationships

Reporting to:	Head of Department
Responsible for:	N/A

### Main Activities

#### The Main Activities of the Post are:

- To lead the Electrical Engineering research strategy going forward and develop the research culture.
- To carry out independent research and act as principal investigator, adding to the body of knowledge in appropriate areas and make a significant contribution to the strategic development of the School/Department.
- To lead and support research and collaborative partnerships.
- Ensure relevant professional body accreditation is managed and maintained.
- To disseminate research findings widely through publication writing, supporting other staff to write and contribute to publications, teaching, and presentations at conferences.

- To promote research into educational courses, CPD, and the application of research into practice.
- To lead bids for research and for other externally funded project manage research contracts and budgets, accordingly.
- To secure income from a range of sources such as research, consultancy, CPD, and short courses and facilitate this development into others.
- It is expected that the successful applicant will bring in excess of £40,000 of income per annum.
- To contribute to research and scholarship in the Department, collaborating in the development of joint proposals and project work.
- To lead and manage research staff as appropriate.
- To maintain an outstanding contribution to academic or professional development and an international profile of distinction and research excellence.
- To teach and assess, as part of a teaching team, in the areas of knowledge appropriate to the aims of the provision within the School of Creative Arts and Engineering and where appropriate, across other Schools/Departments of the University.
- To devise and deliver modules as determined by the Head of Department and to ensure that learning materials and methods of delivery meet defined learning objectives.
- To undertake operational responsibilities associated with the delivery of academic provision, including the leadership of modules and awards, as directed by the Head of Department.
- To enhance the quality of teaching provision and programme development, drawing on leading practices from the HE and other sectors, and building e-learning into the delivery of teaching to students as appropriate.
- To participate with other staff in the development of teaching, learning and assessment strategies.
- To contribute to student support in administrative and pastoral roles, including advice to students on resits and to provide post-results counselling.
- To represent both the awards and the School/Department in student recruitment activities, including participation in Clearing activities and in Open Days throughout the year.
- To attend and contribute to School/Department meetings, project teams and working groups in line with strategic initiatives as required.
- To contribute to the subject's activities and reputation both internally and externally.
- To exercise a high standard of advanced scholarship activity both personally and as a member of a team, working with colleagues to develop an inclusive, team-orientated approach to such activities.
- To enhance the School and Department's ability to engage with industrial and external partner contacts through effective networking to build relationships for future activities.
- To pursue enterprise and research activities which enhance the external revenue of the School/Department and to deliver various forms of consultancy and other services as determined by the Head of Department.

- To maintain and develop areas of expertise under the general guidance and oversight of the Head of Department.
- Strong leadership skills with a demonstrable track record of success in curriculum innovation.
- To undertake both general Health & Safety responsibilities in accordance with the University's Health & Safety Policy and in addition, to provide such supervision as is necessary to ensure the health and safety of both Postgraduate and Undergraduate students.
- To undertake appropriate professional development activities as part of the University Professional Develop Review process.
- To undertake other such responsibilities as may reasonably be required by the Head of Department and/or Dean of School.

### **Specific Responsibilities of the Post**

- To lead the development of all aspects of research in Electrical Power Systems Engineering.
- To lead the development of a research ethos within the other academic staff in the Department.
- To supervise undergraduate projects and taught/research postgraduate projects.
- To help the Department deliver the Staffordshire Graduate Attributes philosophy.
- To contribute to, and lead as required, the development of new modules, awards and developments, with an emphasis on online, distance and blended learning.
- To design appropriate teaching, learning and assessment activities; online, distance and blended learning materials; and coordinate the input of colleagues as necessary.
- To engage in scholarship, research and publication to enhance the reputation of the University and underpin learning and teaching with advanced scholarly activity.
- To ensure the smooth running of awards and modules and delivering the appropriate modules so that students are supported in achieving their associated learning outcomes.
- To contribute to, and lead as required, activities for the induction of new students – including non-standard learners on undergraduate, postgraduate, distance, work-based learning courses - so that they quickly feel as comfortable and settled as possible in their new lives as University students.
- To provide pastoral support for students - in both face to face and online learning situations - giving academic guidance and referring them to the appropriate support services.
- To ensure that equivalent student support, library and welfare services are available to both on-campus, distance, work-based learning students.
- To ensure that any hourly-paid lecturers involved in delivering and assessing the modules are well-briefed and that there is parity of assessment standards across the awards.
- To contribute to the School's recruitment, widening participation and employability activities in relation to Electrical Engineering and associated disciplines, both within and outside the University.

- To contribute to community engagement, knowledge creation, knowledge transfer, income generation and the enhancement of professional practice within the University and externally.

### **Duties and Responsibilities of the Role of Associate Professor**

The duties and responsibilities of an individual who has been awarded the title of Professor are outlined below:

- Delivery of a public inaugural professorial lecture or appropriate equivalent public event, on a topic of his/her choosing within one year of the award of the title.
- Delivery of a periodical public presentation or equivalent event;
- Sustained and continued academic leadership, together with co-operation with other academic colleagues both internally and externally to the University;
- Teaching undergraduate and postgraduate students to the highest professional standards;
- Supervising undergraduate, postgraduate, doctoral and post-doctoral dissertations, theses and research;
- Contributing to the improvement of education in the University through innovation curriculum and pedagogy;
- Conducting high quality research;
- Applying for and securing research income from such bodies as Research Councils, European Union, charitable foundations, commercial enterprise, government (e.g.: Innovate UK) and other sponsors;
- Assisting other colleagues in the University to develop their research, scholarly activity and education through such means as joint publications and the leadership and collaborative development of research, scholarly activity and educational projects;
- Representing the University on appropriate regionally and nationally recognised bodies;
- Demonstrating a full and active role in the life of the University and enhancing its public reputation as a centre of education, research, enterprise and scholarship.

### **Special Conditions**

There will be a need for the post holder to work occasional week-ends to cover activities such as CPD, outreach, and recruitment activities.

There will be a need for flexible working practices by the role-holder to support different forms of delivery such as distance and work-based learning.

There may be a need to occasionally participate in teaching and assessment activities during the evening.

There may be opportunities to participate in overseas teaching and assessment from time to time.

### External Activities

External activities which enhance the work of the post holder are encouraged within the overall provisions of the exclusivity of the service arrangements to which the post holder is subject. Additionally, the Institution encourages employees to take a cross University role e.g. through membership of Committees and Working Parties.

### Professional Development

The University is keen to support staff in achieving high standards of teaching in order to facilitate effective student learning. All newly appointed full-time and fractional contracted members of academic staff who have less than three years teaching experience and do not have an equivalent qualification, are normally expected to undertake and complete the Post Graduate Certificate in Higher and Professional Education (PgCHPE) as a condition of their employment with Staffordshire University. Positive engagement in CPD to attain a high standard of teaching will be one of the factors considered at annual appraisals and when promotions are being made. Active involvement in the Post Graduate Certificate in Higher and Professional Education would be one source of evidence.

If, because of your previous teaching experience and/or an equivalence in terms of a teaching qualification you are not required to complete the PgCHPE, you would still be required to gain Senior Fellowship/Fellowship of the HEA if you have not already done so. An internal 'Routes to Fellowship' scheme, which consists of a portfolio and reflective discussion, is available to enable staff to work towards the relevant level of HE Academy Fellowship.

### Research and Scholarly Activity

The duties of lecturing posts include participation in appropriate research and scholarly activity indicated in the Research Policy of the University. The extent of involvement in research and scholarly activity may vary with the balance between teaching, administration and research appropriate to particular posts. This will be determined by your Head of Department in consultation with you, and will be reviewed regularly through the staff appraisal system. While it is in the nature of research and scholarly activity that it will often take place throughout the year and be integrated into the overall pattern of activities, it is envisaged that the periods of the year outside normal teaching weeks and the holiday entitlement will primarily be devoted to research and scholarly activity.

### **Variation to Job Description**

Staffordshire University reserves the right to vary the duties and responsibilities of its employees within the general conditions of the Scheme of pay and conditions and employment related matters. Thus it must be appreciated that the duties and responsibilities outlined above may be altered as the changing needs of the service may require.

### **Conditions of Service**

The post is subject to such terms and conditions of employment as negotiated between the Board of Governors of the University and the recognised trade unions, and/or the employees of the University. In negotiating such terms and conditions the Board of Governors will consider any appropriate advice received from the Universities and Colleges Employers Association (UCEA).

### Informal Discussion

Should you wish to discuss this vacancy informally before making an application please contact:

Cedric Belloc – Head of Department of Engineering ([cedric.belloc@staffs.ac.uk](mailto:cedric.belloc@staffs.ac.uk)) or Torfeh Sadat-Shafai – Deputy Head of Department of Engineering ([t.sadat-shafai@staffs.ac.uk](mailto:t.sadat-shafai@staffs.ac.uk)).

### Application Procedure

We encourage you to apply on-line at our website <http://jobs.staffs.ac.uk> as the system is user friendly and simple to complete.

If you wish to apply for this post please use the '**Apply Online**' link to complete the University's online application form. We would ask all applicants to ensure that they have provided comprehensive information under each criteria in the Supporting Statements section of the application form and, if necessary, add any relevant additional information in the Additional Information Section.

**In addition, please attach the following documentation with your application:**

- **Full Curriculum Vitae**
- **Referee Nomination Form**
- **A list of all publications**

## Person Specification

### Job Title: Associate Professor/Professor of Electrical Power Systems Engineering CAE17/06RA

#### School: Creative Arts and Engineering

The qualifications, experience, knowledge skills and personal qualities outlined below provide a summary of what is required to carry out this job effectively. They also form the selection criteria on which a decision to appoint will be made. Please ensure that you provide evidence of how you meet the criteria in your application.

No	Selection Criteria Description	Essential [E] or Desirable [D]	Assessed by *
1	First Degree or equivalent in Electrical Engineering or allied subjects	E	A
2	PhD qualification <u>or proven industrial research experience</u> in Electrical Engineering, Electrical Power Systems Engineering, or allied subjects	E	A
3	Subject specialist in one or more of the following areas: electrical machines and drives, power systems engineering and analysis, power system planning and operation, HVDC and power electronics, wind energy, power system protection, power system stability and quality and security of supply, and/or electricity markets and regulation.	E	A
4	Evidence of significant ( <i>N.B.: notable for Associate Professorial candidates</i> ) high-quality research in Electrical Engineering, including Journal/conference papers and book chapter contributions, demonstrating collaborative research.	E	A/I
5	Firm evidence of a long-term research strategy and ability to establish collaborative projects ( <i>N.B.: evidence of the ability and potential to develop a long-term research strategy for Associate Professorial candidates</i> ).	E	A/I
6	Demonstrable leadership/management skills (including roles as a member of the editorial board of journals, conference track/theme chair or peer reviewing conference papers submissions) and ability to motivate others evidenced by experience in management, tutoring, and counselling of researchers and postgraduate students.	E	A/I
7	Experience of writing successful grant applications ( <i>N.B.: experience of being involved in successful grant applications for Associate Professorial candidates</i> ) for research and/or enterprise projects, and generating related income.	E	A/I
8	Experience of supervising PhDs through to successful completion.	E	A
9	Excellent verbal and written communication skills, along with a proven ability to lecture to students at all levels.	E	A/I

10	Ability to manage time, work independently and prioritise tasks effectively with a high level of self-motivation and flexibility.	E	I
11	A self-motivated individual with proven experience of working as part of a team and with a commitment to provide excellent customer service.	E	A/I
12	Industrial/Research experience in areas related to Electrical Engineering with subject specialism(s) mentioned in section 3 above.	E	A/I
13	Evidence of leadership and innovation in the design of and contribution to the delivery of curricula.	E	A/I
14	Previous experience of course management of undergraduate and/or postgraduate courses.	E	A/I
15	Demonstrate a willingness to become a Senior Fellow of HEA either by completion of a PGCHE or by application to the HEA.	E	I
16	Demonstrate the potential to lead development in School wide activities such as student employability, student experience, research informed teaching and student retention /achievement.	D	A/I
17	Track record of contribution to REF.	D	A/I
18	Chartered Engineer status or be on route to obtaining Chartered status.	D	A

<b>*Key</b>	
<b>[A] Application form</b>	<b>To be assessed against the information provided in the relevant steps of the application form and the evidence required under Section 4, 'Supporting Statements'</b>
<b>[I] Interview</b>	<b>To be assessed during the interview process including selection tests or presentation, as appropriate</b>