

Job Description

Job title	Associate Professor of Innovation and Entrepreneurship
School	Centre for Business, Innovation and Enterprise
Normal Workbase	Stoke
Tenure	Permanent
Grade/Salary	Grade 9
FTE	1.0 FTE
Date Prepared	June 2021

Job Purpose

The post holder will lead and manage the research activity in the areas of innovation, enterprise and or entrepreneurship and, as such, will be expected to make a substantial contribution to the research agenda of both the Business School and the Centre for Business, Innovation and Enterprise. They will also be expected to contribute to the planning and delivery of 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 innovation, enterprise and entrepreneurship with an emphasis on the development of research projects in these areas. 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

Main Activities

The Main Activities of the Post are:

- To lead the innovation/enterprise/entrepreneurship research strategy going forward and to help develop the research culture
- To carry out independent research adding to the body of knowledge in innovation/ enterprise/ entrepreneurship and make a significant contribution to the strategic development of the School and Centre
- To lead and support research and collaborative partnerships
- To assist and provide leadership in the planning for the next REF exercise

- To disseminate research findings widely through publication, mentoring of other staff to write and contribute to publications, teaching, and presentations at conferences
- To be involved in bids for research and for other externally funded projects, and to manage research contracts and budgets accordingly
- To secure income from a range of sources such as research, consultancy, CPD, and short courses.
- To lead and manage research staff as appropriate
- To develop an outstanding contribution to academic or professional development and a national 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 provision within the Business School and, where appropriate, across other Schools/ Departments of the University
- 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 participate with other staff in the development of teaching, learning and assessment strategies
- To contribute to student support in administrative and pastoral roles
- To attend and contribute to School/Department meetings, project teams and working groups in line with strategic initiatives as required
- To maintain and develop areas of expertise under the general guidance and oversight of the Head of Department
- 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 Performance and Development Review process
- The role holder is required to minimise environmental impact in the performance of their role and to actively contribute to the delivery of the University's Environmental Sustainability Policy.
- 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 assist and lead the development of all aspects of research (in collaboration with professors and senior staff) in innovation, enterprise, entrepreneurship
- To assist and lead the development of a research ethos within the other academic staff in the School
- To be the PGR lead for the School and to represent the School at the appropriate Graduate School committee meetings
- To supervise undergraduate projects and taught/research postgraduate projects

- To help the School and Centre deliver their research agenda with regards to the next REF submission
- To engage in scholarship, research and publication to enhance the reputation of the University and underpin learning and teaching with advanced scholarly activity
- 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 contribute to the School's recruitment, widening participation and employability activities in relation to postgraduate courses especially MBA/PhD/DBA, 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

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

- 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;
- Conducting high quality research;
- Applying for and securing research income from such bodies as ESRC, EU Horizon programme, 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.

The above represents the range of activities, which could typically be expected of an academic member of staff in the University, which is neither prescriptive nor exhaustive.

Special Conditions

There may 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. In addition, the role holder may be required to undertake their role off site, which may include overnight stays either in the UK or abroad.

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.

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Professional Development

The University is keen to support staff in achieving high standards of pedagogy 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 the equivalent qualification from another University, are required to undertake and complete the most appropriate route from either the Academic Professional Apprenticeship (APA), Post Graduate Certificate in Higher and Professional Education (PgCHPE) or Post Graduate Diploma in Professional Education in Healthcare (PgDPEH). This must be commenced within 24 months of appointment as a condition of their employment with Staffordshire University. If you are shortlisted, the chair of the interview panel will explain this further.

All members of academic staff will be expected to achieve Fellowship of the HEA within an agreed timescale after commencement.

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 Dean of School, in consultation with you, and will be reviewed regularly through the staff appraisal system. While research and scholarly activity 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.

Where new staff can demonstrate a strong research background and a profile, which indicates potential to achieve research excellence consideration will be given to allocation of appropriate protected research time during the normal workload allocation cycle.

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:

Hazel Squire – Head of Department: h.squire@staffs.ac.uk

Jon Fairburn – Professor of Sustainable Development: jon.fairburn@staffs.ac.uk

Geoff Pugh, Professor of Applied economics: g.t.pugh@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.

We would ask all applicants to ensure that they have provided comprehensive information under each criterion in the Supporting Statements section of the application form and, if necessary, add any relevant additional information in the Additional Information Section.

