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| **Job Title:** | Professor |

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| **Responsible to:** | Head of Department or Faculty |

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| **Responsible for:** | Research staff employed on programmes and awards directed by the post holder. May have supervisory responsibility for other staff. |

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| Job Summary and Purpose |
| To develop and lead a significant programme of research in line with the Faculty’s research strategy, attracting and securing significant research funds.  To provide academic leadership in undergraduate and postgraduate courses within area of expertise. |

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| **Main Responsibilities/Activities** |
| **To develop the research activities of the Faculty and the University by:**  Leading a significant programme of research, sustaining an extensive track record of published research findings in appropriate, peer reviewed research journals and/or monographs to maintain and enhance expert reputation in own subject area.  Planning, co-ordinating and leading a significant programme of research in accordance with a specific project plan through a research team or a group of staff involved in research. Managing the financial and physical resources associated with the research activities. Supervising and guiding the work of staff and research and doctoral students on own specialist area.  Leading innovative research proposals and submitting funding bids, winning support for them and planning the research to be taken, as a self-contained item or as part of a broader programme. Obtaining and sustaining research, consultancy and other additional funding  Seeking collaborative research opportunities with other members of Faculty staff and develop multidisciplinary research links with other parts of the University where appropriate.  Developing research activities which extend current thinking in the subject area, thereby enhancing the reputation of the Faculty and the University.  Maintaining an expert reputation in own subject area and providing appropriate guidance to staff and students  Engaging in external activities in accordance with the Faculty’s research strategy at a national and international level. Such activities will include membership of committees of academic and professional bodies, external examining, editing journals and contribution to professional networks, national and international meetings, societies and bodies (including governmental ones).  Engaging in external activities in accordance with the Faculty’s research strategy at a national and international level. Such activities will include contribution to professional networks, national and international meetings, societies and bodies (including governmental ones).  Attending appropriate national and international conferences for the purpose of disseminating research results.  Leading major funding bids which develop and sustain research support for the specialist area and advance the reputation of the Faculty and the University.  Sustaining and developing professional expertise and maintaining the requirements for registration with the appropriate body (*for academics with clinical links only*).  Contributing to the wider national and international academic community general life and work of the University through, for example, editing journals and refereeing papers.  **To develop the teaching activities of the Faculty by:**  Providing academic leadership at undergraduate and/or postgraduate level, as appropriate, by leading the development of new teaching methods and designing programme units and taking responsibility for the quality of programme units.  Taking an active role in teaching at undergraduate and postgraduate level; planning, delivering and critically reviewing a range of teaching and assessment activities including lectures.  Setting/marking programme work, practical sessions, supervisions, fieldwork and examinations according to own area of subject specialism, and providing appropriate feedback to students.  Taking part in activities such as validating and examining in relation to the University’s associated institutions.  **To engage in scholarship by**:  Continually updating knowledge and understanding in the field or specialism. Extending, transforming and applying knowledge acquired from scholarship to teaching, research and appropriate external activities.  **To undertake pastoral care of students by:**  Using listening, interpersonal and pastoral care skills to deal with sensitive issues concerning students and provide support. Appreciating the needs of individual students and their circumstances. Acting as personal tutor and giving first line support. Taking responsibility for the initial resolution of all student issues within and outwith standard procedures, and ensuring that an appropriate framework is developed and used for pastoral care issues.  **To contribute to the efficient management and administration of the Faculty, the University and the wider academic community by:**  Performing personal administrative duties throughout the Faculty and the University as are recognised by the University as properly within the remit of role of professor, such as research group leader and roles associate with teaching programmes, as allocated by the Head and contributing to the general life and work of the University.  Advising, supervising and giving guidance to other staff. Taking overall responsibility for the welfare of staff drawing on specialist advice and support. |

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| **Person Specification** |
| **The post holder must have:**  A higher professional qualification, normally a doctoral degree or equivalent  Outstanding qualities and achievements in scholarship and research at a national and international level which have made a significant contribution to the advancement of their subject  Significant academic publication record  Evidence of leadership in research, including postgraduate research supervision  Teaching programmes, and/or internationally recognised textbooks.  Evidence of securing a significant amount of sustained research funding  Proven management and leadership qualities at a senior level  Proven administrative ability at a senior level  Evidence of contributions to conferences, professional meetings and societies at an international level and evidence of achievements in other external activities at an international level.  Evidence of high quality teaching at undergraduate and postgraduate level |

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| **Relationships and Contacts** |
| Professors are expected to accept invitations to serve on national and international bodies, including governmental bodies. They will also be expected to contribute to the University by taking on roles that enable the University to meet its administrative needs.  To attract research funding, a Professor will be expected to liaise with existing and potential sponsors.  Teaching and administrative duties will be allocated by the Head of Faculty, within the context of the teaching programmes agreed by the Faculty Learning and Teaching Committee |

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| **Special Requirements** |
| The post holder is expected to work outside normal office hours as necessary. |

### All staff are expected to:

* Positively support equality of opportunity and equity of treatment to colleagues and students in accordance with the University of Surrey Equal Opportunities policy.
* Help maintain a safe working environment by:
* Attending training in Health and Safety requirements as necessary, both on appointment and as changes in duties and techniques demand
* Following local codes of safe working practices and the University of Surrey Health and Safety Policy
* Undertake such other duties within the scope of the post as may be requested by your Manager.

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| **Job Title:** | Reader |

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| **Responsible to:** | Head of Faculty |

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| **Responsible for:** | Research and support staff employed on projects for which the post holder is Principal Investigator, and students on programmes and awards that are the responsibility of the post holder. |

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| Job Summary and Purpose |
| To make a significant contribution to the advancement of own specialist area which is recognised at national and international level. To undertake research in line with the Faculty's research strategy and to contribute to undergraduate and postgraduate teaching programmes. |

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| Main Responsibilities/Activities |
| **To develop the research activities of the Faculty and the University (in collaboration with others in the discipline where appropriate) by:**  Demonstrating leadership in research, including postgraduate research supervision.  Planning, co-ordinating and leading research activities in accordance with a specific project plan through a research team or a group of staff involved in research. Managing the financial and physical resources associated with the research activities. Supervising and guiding the work of staff and research and doctoral students on own specialist area.  Leading innovative research proposals and submitting funding bits, winning support for them and planning the research to be taken, self-contained item or as part of a broader programme. Obtaining and sustaining research funding.  Sustaining an extensive track record of published research findings in high quality journals, or other media and at internationally recognised conferences.  Maintaining an expert reputation in own subject area and providing advice and guidance to staff and students.  Engaging in external academic activities in accordance with the Faculty’s research strategy at a national level and international level. Such activities will include membership of committees of academic and professional bodies, external examining, editing journals and contribution to professional networks, national and international meetings, societies and bodies (including governmental bodies).  Sustaining and developing professional expertise and maintaining the requirements for registration with the appropriate body (*for academics with clinical links only*).  **To support the teaching activities of the Faculty by:**  Leading/developing teaching methods, designing undergraduate and postgraduate programmes, pursuing new teaching approaches.  Teaching, training and supervising students (including research students), tutor industrial/professional training year students and external examining according to own area of subject specialism.  Setting/marking programme work, practical sessions, supervisions, fieldwork and examinations according to own area of subject specialism.  Taking part in activities such as validating and examining in relation to the University’s associated institutions.  **To engage in scholarship by**:  Continually updating knowledge and understanding in the field or specialism. Extending, transforming and applying knowledge acquired from scholarship to teaching, research and appropriate external activities.  **To undertake pastoral care of students by:**  Using listening, interpersonal and pastoral care skills to deal with sensitive issues concerning students and provide support. Appreciating the needs of individual students and their circumstances. Acting as personal tutor and giving first line support. Taking responsibility for dealing with referred issues for students within own educational programmes, and providing first line support for colleagues, referring them to sources of further help if required.  **To contribute to the efficient management and administration of the Faculty, the University and the wider academic community by:**  Performing personal administrative duties such as research group leader and roles associated with teaching programmes, as allocated by the Head of Faculty and contributing to the general life and work of the University. |

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| Person Specification |
| It is essential that the post holder possesses a higher professional qualification, normally a doctoral degree  Demonstrated outstanding qualities and achievements in scholarship and research at a national and international level  Significant academic publication recorded in refereed journals  Evidence of leadership in research, including postgraduate research supervision  Evidence of a record of sustained research funding  Evidence contributions to conferences, professional meetings and societies at an international level and evidence of achievements in other external activities at an international level  Evidence of high quality teaching at undergraduate and postgraduate level |
| Relationships and Contacts |
| The post holder will take a leading role in the setting of strategic objectives for their research theme. New appointees will be assigned a senior colleague to guide their development and aid their integration into the Faculty and into the University. Teaching and administrative duties will be allocated by the Head of Faculty, and will include roles related to both taught programmes and research activities across the Faculty. |

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| Special Requirements |
| To attend national and international conferences for the purpose of disseminating research results. To be able to participate in residential field work, in the UK or overseas, according to own area of subject specialism.  To lead major funding bids, which develop and sustain research support for the specialist area and advance the reputation of the Faculty and University.  The post holder is expected to work outside normal office hours as necessary. |

### All staff are expected to:

* Positively support equality of opportunity and equity of treatment to colleagues and students in accordance with the University of Surrey Equal Opportunities policy.
* Help maintain a safe working environment by:
* Attending training in Health and Safety requirements as necessary, both on appointment and as changes in duties and techniques demand
* Following local codes of safe working practices and the University of Surrey Health and Safety Policy
* Undertake such other duties within the scope of the post as may be requested by your Manager.

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| **Addendum**  This document provides additional information relating to both specific aspects of the post/Faculty and any post specific person specification criteria. The information contained within this document should always be read in conjunction with the accompanying generic Job Purpose. | |
| **Job Title:** | Reader/Professor of Microbiology ref: 074521 |
| **Background Information/Relationships**  The School of Veterinary Medicine at the University of Surrey opened in 2014 with a vision to deliver world-leading, multi-disciplinary, translational research and innovative education through local and global partnerships to benefit veterinary and human medicine (One Health, One Medicine). The school gained RCVS accreditation in 2019 and has graduated 3 cohorts of BVMSci students, it has received more than £10m of competitive research funding, supervises 36 post-graduate research students (number still growing) and made a strong contribution to the Faculty-wide REF return in 2021. Research strengths include zoonotic infectious diseases, antimicrobial resistance and cardiac physiology. The School of Veterinary Medicine has a strong collaborative relationship with the School of Bioscience and Medicine, including projects on rapid diagnostics, antimicrobial resistance and neglected tropical diseases. Productive research partnerships exist with Pirbright Institute and the Animal and Plant Health Agency, both of which are geographically close to the vet school. The School also has strong international collaborations in the area of foodborne zoonoses, emerging threats and AMR. Our Veterinary Pathology Centre holds a contract with DEFRA to deliver disease surveillance services to a large part of southern England.  Summary of the role:  The university seeks to recruit a research leader in the discipline of microbiology, with a preference for expertise in bacteriology, to build on existing strengths in veterinary microbiology, to capitalise on cross-disciplinary opportunities within the university and to further enhance the existing relationships with our key research partners.  The successful candidate will contribute to undergraduate and postgraduate teaching (including residency programmes) within the school, they will showcase cutting-edge microbiology research in their teaching and they will champion research as a career option for veterinary graduates. As a research leader within the school, the appointee will also be expected to contribute to the school and faculty research strategy and further development of the school’s research culture.  Reporting to a Head of Department, the appointee will be responsible for:   * Creation of a sustainable research group generating high quality publications and demonstrable impact * Securing research income to support the work of the group including PhD studentships and residency programmes * Mentorship of post graduate students and postdoctoral fellows * Initiation of cross-disciplinary research collaborations allowing novel, multi-disciplinary insights into animal and human health and disease * High quality, research-led contributions to undergraduate and postgraduate teaching * Contributions to the veterinary component of a new, online Masters programme in microbiology (in collaboration with colleagues from the School of Bioscience and Medicine) with a focus on bacteriology and zoonotic diseases | |

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| **Person Specification**  This section describes the sum total of knowledge, experience & competence required by the post holder that is necessary for standard acceptable performance in carrying out this role. This is in addition to the criteria contained within the accompanying generic Job Purpose. | |
|  | **Essential/ Desirable** |
| A higher research degree (PhD) in microbiology or related discipline. | E |
| World class sustained research performance, including an outstanding and continuing publication record, and demonstration of impact. | E |
| A proven and sustained track record of substantial external research grant income generation demonstrating leadership and independence. | E |
| A proven commitment to the delivery of inspiring, engaging learning and teaching at undergraduate and postgraduate level. | E |
| A proven track record in supervising PhD students through to completion as principal supervisor. | E |
| Evidence of scholarly contributions to conferences, professional meetings and societies at an international level, and evidence of achievements in other external activities at an international level. | E |
| Successful completion of the Graduate Certificate in Learning & Teaching, or equivalent teaching qualification and experience. | D |
| Membership (or eligibility for) of the Royal College of Veterinary Surgeons. | D |
| Proven leadership in knowledge exchange activities. Working with industry on the creation, development and implementation of knowledge. | D |
| **Key Responsibilities**  This document is not designed to be a list of all tasks undertaken but an outline record of any faculty/post specific responsibilities (5 to 8 maximum). This should be read in conjunction with those contained within the accompanying generic Job Purpose. | |
| 1. Development of a well-funded, sustainable research group producing high quality outputs and impact in the field of veterinary microbiology.  2. Supervision of PhD students and mentorship to ensure good progression and completion.  3. Development of national and international collaborations that enhance the funding-base and visibility of the research group  4. Development of cross-disciplinary collaborations within the University of Surrey.  5. Development of collaborative relationships with colleagues within our strategic partnership network (veterinary practices, APHA, Pirbright, VMD, CEFAS etc.).  6. Make a personal contribution to teaching excellence at undergraduate and postgraduate level.  **N.B. The above list is not exhaustive**. | |