

Job Title	Reader
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Job Purpose

- a) Maintain an active research profile in one of the research priority areas in the research Centre through the sustained output of high quality peer-reviewed research publications or other recognised forms of output, demonstrating high impact.
- b) Contribute to undergraduate and postgraduate teaching and to assist in the design and delivery of new courses as appropriate
- c) Contribute to the School's research income and reputation by actively seeking external funding from a range of external funders to support research.
- d) Act as an ambassador to motivate and inspire both staff and students to engage in focussed research, to contribute to the research profile of the school, to assist in cultivating a thriving research culture and to supervise research students;
- e) Work collegiately, fostering team spirit and coherence and contribute to administrative duties as required by Head of School.

Main activities and responsibilities
Research:

1. Work collectively with colleagues to develop and maintain internationally renowned research with emphasis on securing high quality outputs in Education.
2. Maintain individual record of academic distinction and seek to develop a personal international research profile through securing Academic awards, editorship of/refereeing for journals, grant reviewer for awarding bodies etc.
3. Disseminate research through publication, exhibition and contributions to major conferences and media events.

Income Generation:

4. Lead on, and contribute to bids for external funding, participate in research grant applications and keep abreast of latest developments in appropriate funding streams
5. Secure external funding through an active bid record and development of commercial opportunities.
6. Develop business partnership and contribute to business development opportunities. Where appropriate, establish consultancy contracts based on research outcomes, including management of KTP programmes.

Teaching:

7. Teach across a range of Education modules in specialist area using appropriate teaching, learning support and assessment methods.

Management & Administration:

8. Contribute significantly to the School's REF submissions.
9. Contribute to the development and co-ordination of research strategy.
10. Contribute to the recruitment and supervision of research students.
11. Liaise with Programme/Course Directors and academic staff across the School and wider University.

Additional Key Requirements:
Internal and External Relationships

Membership of Research Committees, and other groups as appropriate.

Work with all staff of the School in developing the research portfolio, and collaborating in teaching and learning.

To work with staff of the School in developing the portfolio of research. Develop links with external agencies regionally, nationally and internationally.

Planning and Organising

Where appropriate, initiate scholarly symposia, exhibitions, and publications.

Communication

Be routinely involved in complex and important negotiations internally and with external bodies

Teamwork and collaborative working

Sustain a shared sense of direction for the Conservatoire and a shared participation in the University's success through engagement with University strategies.

Develop and communicate a clear vision of the Conservatoire's strategic direction.

Promote a collegiate approach and develop team spirit and team coherence.

Initiative, problem solving and decision making

Determine the allocation of resources within own area of responsibility.

Be party to strategic decisions through participation in University Committees etc.

Lead the development of new and creative approaches and initiate new and original solutions to problems.

Contribute to decision making in the Faculty, school, and research centre research strategies.

Work environment

Exercise overall responsibility for health and safety in own areas of responsibility.

Ensure that appropriate risk management processes are operational.

Person Specification

- The post holder is expected to be research active and have a track record in a relevant area of research
- Post-doctoral experience
- Evidence of successful grant applications. Good knowledge and understanding of current external funding schemes
- Experience of PhD supervision and ideally completions
- Membership or fellowship of professional societies
- First degree in relevant area
- PhD in Relevant area
- Teaching Qualification
- Experience of teaching at postgraduate and undergraduate levels
- Established publication record reflecting research that is internationally excellent in terms of originality, significance and rigour and of REF quality
- Track record of successful funding applications and income generation

- Experience of successful research supervision
- Commitment to continuing professional development
- Expert knowledge of relevant area
- Good knowledge of appropriate funding bodies and their priorities.
- Guiding knowledge of REF structures and policy.
- Expert knowledge of research methodologies.
- Good communication, organisation and project management skills
- Ability to write research bids
- Good presentation skills
- Excellent IT skills

Expectations of all staff

Professional standards

All staff employed by Birmingham City University are expected to exhibit high professional standards which promote and demonstrate the University's core values of Excellence, People Focused, Partnership Working, Fairness and Integrity.

Equal Opportunities

All staff are expected to understand and enact the University's commitment to ensuring equality and diversity in all activities. This commitment is enshrined in the Equality Statement and core values.

Dignity at work

Every member of staff has a responsibility to ensure colleagues are treated with dignity and respect.

The University is committed to creating a work environment for all staff that is free from harassment, intimidation and any other forms of bullying at work, where everyone is treated with dignity, respect and professional courtesy.

Health and safety

The arrangements for meeting the University's health and safety objectives are contained in the Birmingham City University Health and Safety Policy. This includes the responsibilities of key staff and procedures covering the main activities of the University. All staff are expected to take reasonable care of themselves and those that may be affected by their actions.

Dress code

The University does not operate a formal dress code for its employees, other than for those who are provided with uniform and/or protective clothing. However, employees must ensure that their dress is professional, reasonably smart and appropriate for the situation in which they are working. All staff should ensure that they present a professional image and one that reflects sensitivity to customer perceptions. This may reflect their ethnicity and lifestyle, but should not be provocative or cause offence to those with whom they have contact.

Citizenship

All staff are expected to adhere to good citizenship, being generous with help and support to others, collaborating with colleagues and working for the benefit of the University as a whole. In particular working to provide a positive student experience and achieving excellence in all the University's activities.

Reader

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BIRMINGHAM CITY
University

This job description indicates the expectations of staff at this level. Job descriptions are not exhaustive and you may be required to undertake other duties of a similar level and responsibility.