

PRO VICE-CHANCELLOR/DEAN: FACULTY OF BUSINESS AND LAW

De Montfort University, Leicester

CANDIDATE INFORMATION PACK



WELCOME FROM THE INTERIM VICE-CHANCELLOR

Thank you for expressing an interest in the role of Pro Vice-Chancellor/Dean: Faculty of Business and Law at De Montfort University (DMU). The successful applicant for this important and high-profile position will be joining the university's senior leadership team at an exciting time in our proud history.

Our ambitious medium- and long-term goals are clearly articulated in our Strategic Plan 2018-2023 and the university's Executive Board is confidently delivering these plans with the drive and vision to take the university forward.

A real sense of optimism and positivity pervades all areas of the university and the Pro Vice-Chancellor/Dean: Faculty of Business and Law will play a central role in assisting DMU in achieving its ambitious aims on a local, national and international stage.

I do hope that you will consider applying for this post; we look forward to receiving your application.

Yours faithfully,

A handwritten signature in black ink that reads "Andrew Collop". The signature is written in a cursive, flowing style.

Professor Andy Collop
Interim Vice-Chancellor



THE UNIVERSITY

We have invested significantly in developing our vision of the ‘campus of the future’ and now that vision has become a reality. This is part of our commitment to attract the brightest and best students, scholars and staff, both nationally and internationally.

The university consists of four faculties: Business and Law; Arts, Design and Humanities; Technology; and Health and Life Sciences.

It is home to more than 25,000 students who study more than 400 courses, around 160 of which are professionally accredited.

Our students are supported by 2,700 staff, including some of the finest academics in British universities (we have the third highest number of National Teaching Fellows of any UK Higher Education Institution).

The focus for learning and teaching at DMU is the delivery of a high-quality learning experience for all our students.

This is supported by nationally recognised teaching innovation and international research excellence.

DMU is a university ranked Gold in the 2017 Teaching Excellence Framework (TEF), the only Government-endorsed measure of teaching quality in higher education. Our teachers work with our learning community to create an environment in which our students can grow to their full potential.

DMU has been named the first ever University of the Year for Social Inclusion by The Sunday Times Good University Guide 2019. DMU was chosen for its commitment to diversity, its teaching excellence and the success of its students in exams and graduate job prospects.

We are committed to enhancing learning through technology, while creating a cultural awareness within all our students.

At the heart of everything we do is the commitment to inclusivity and diversity, and a focus on employability.

THE UNIVERSITY

With 2,700 international students, expert academics from around the world and global collaborations with partner institutions and organisations, DMU is a truly international university. A key tenet of DMU's corporate strategy is further developing our position on the world stage. In 2016 DMU's truly global approach won the Outstanding International Strategy award at the Times Higher Education (THE) Leadership and Management Awards and DMU was named one of the world's 200 best young universities by the THE.

DMU is proud to be a major participant in the UK government's flagship GREAT campaign, which promotes Britain abroad as a place to invest in and visit. Our staff and students represent the entire UK higher education sector at overseas festivals, such as last year's Festival of Innovation in Hong Kong, aimed at highlighting the best of British creativity and innovation, working alongside such iconic names as Jaguar Land Rover, PwC, the BBC and HSBC.

Underlining our international thinking is the ground-breaking #DMUglobal programme. DMU leads the way in offering an unrivalled range of international experiences for up to 50 per cent of our students, with many travelling overseas. Work experience and cultural awareness activities are part of a broader focus on boosting graduate employability and enhancing the student experience by promoting personal enrichment.

In January this year, hundreds of DMU students and staff travelled to New York for a large-scale #DMUglobal trip. This ambitious visit inspired students through trips to New York's iconic sites, and a variety of cultural experiences and activities that supported and enhanced their academic studies. The visit also included a major event at the United Nations at which DMU continued the development of a network of global universities in support of

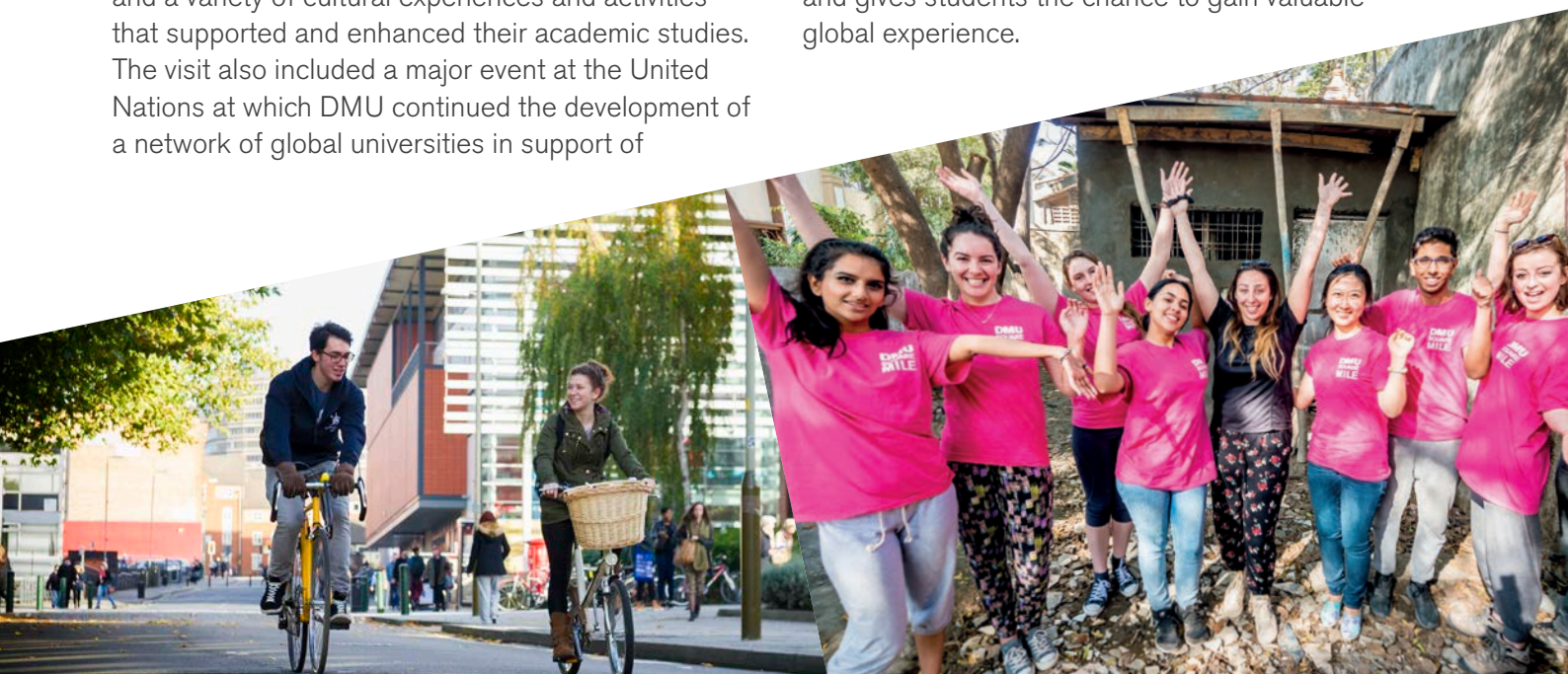
the UN's Sustainable Development Goals (SDG) and in particular SDG 16 which promotes peace, justice and strong institutions and for which DMU was named a Global Hub in 2018.

We work closely with globally renowned commercial partners such as Hewlett Packard and Deloitte. We also enjoy rewarding links regionally and nationally – including our partnership agreements with Leicester's rugby and football clubs. These links enable our students to learn skills and to apply their knowledge in new environments, helping them to forge contacts and develop their future careers.

DMU considers it central to its mission to contribute to society through public engagement and to bring about positive change for the public good. Our award-winning DMU Square Mile programme uses DMU's academic expertise and a network of student volunteers to offer potentially life-changing services in the Leicester community.

The DMU Square Mile project has been recognised as an exemplar for universities' positive impact on communities and has won multiple national and international awards, including the Guardian University Award 2014, the Mahatma Gandhi International Award 2013, the Times Higher Education Awards 2013, and many more.

DMU Square Mile India builds on the success of our UK-based programme to the share skills of DMU students and staff to make a positive change for thousands of people in the Indian state of Gujarat. The project offers support to Indian communities and gives students the chance to gain valuable global experience.



LEARNING AND TEACHING

We have a reputation for transforming students with outstanding potential from diverse, non-traditional backgrounds into successful graduates able to pursue their chosen paths after leaving us.

In our Strategic Framework, we have committed to an approach to learning, teaching and the student experience that sees every student supported individually. Students will be recognised as co-creators of knowledge within our scholarly community. It will be an approach that empowers our academics to challenge current conventions around learning, teaching and assessment, allowing them to ensure each student is able to maximise their potential. Supporting a wide range of accessible co-curricular activities will also be a crucial part of this approach and will be seen as complementary to students' learning activities.

Our learning environment is genuinely inclusive, to enable all students to participate in it equally. This requires the full and innovative use of technologies that support the co-creation of knowledge and enable students to take ownership of their learning journey.

A focus for our approach is Universal Design for Learning (UDL), an innovative framework for teaching, learning and assessment at DMU which aims to provide an inclusive learning environment for our students and further enhance their experience with us.

Our curricula will be increasingly interdisciplinary, contemporary and relevant, and increased flexibility will be required as the learning patterns of our students change to incorporate placements of varying lengths and co-curricular activities, such as volunteering, that add real value to their future success.



OUR GRADUATES

Our students are part of the DMU family for life. We are immensely proud of all our alumni. Our graduates have gone on to achieve success in fields as diverse as Hollywood films, the arts, research, sport and government.

Nicola Pellow, computer programmer

While still an undergraduate studying mathematics at Leicester, Nicola Pellow was a member of the World Wide Web project at CERN along with Tim Berners-Lee. She wrote the code which made it possible for different computers to access the internet.

Charles Dance OBE, actor

The actor, screenwriter and film director studied Graphic Design and Photography at DMU when it was Leicester College of Art. His film career has spanned three decades and he has recently enjoyed success in the epic *Game of Thrones* television series.

Akram Khan MBE, dancer and choreographer

One of the most acclaimed choreographers of his generation, Akram studied Contemporary Dance here. Kylie Minogue asked him to create a sequence for her *Showgirls* tour, and Danny Boyle chose him to choreograph part of the London 2012 Summer Olympics opening ceremony.

Lewis Moody MBE, rugby player

The Leicester Tigers legend and England hero studied Business Administration at DMU while playing for the Tigers. He won more than 70 caps, was part of the World Cup-winning side and captained England during an illustrious career.

Sir Peter Soulsby, politician

Sir Peter studied Education at City of Leicester College of Education, which became part of DMU, in 1971. He is the first elected mayor of Leicester.

Louis de Bernieres, novelist

Louis did his PGCE at Leicester Polytechnic before going on to pass his MA with distinction at the University of London. He was named as one of the 20 Best Young British Novelists in 1993 and his book *Captain Corelli's Mandolin* was an international bestseller.



Akram Khan

LEICESTER

Leicester is located at the heart of the UK and is the 10th largest city in Britain. It has one of the most vibrant and culturally diverse populations in the country, is home to major international businesses and has a thriving arts scene.

It is a safe and friendly city, and a hub for industry and culture, as well as a destination for people from all over the world.

In the past ten years, a £3 billion regeneration project has reaffirmed Leicester's position as a national leader in arts, education and commerce.

This transformation has revitalised retail, business and cultural life in the city centre. The £350 million Highcross Shopping Centre is home to big-name brands such as John Lewis, while boutique independent shops, cafes and restaurants are to be found lining its shopping lanes.

Leicester's arts scene is based in the Cultural Quarter, a section of the city that includes DMU partners such as Curve theatre and independent Phoenix cinema, as well as galleries and creative industries.

New Walk Museum houses a fine collection of art, including a renowned German expressionist exhibition and Lord Attenborough's Picasso ceramics. In the county, Nevill Holt Opera has been described as a 'mini Glyndebourne'. Leicester Comedy Festival – started by a DMU graduate – has grown to become a major national event attracting top names from around the world.

The city is home to top-flight rugby, football, cricket and basketball teams.

Surrounded by lush, green countryside, Leicester is a great place for outdoor adventure. From rowing on the River Soar to exploring the 3,000km of country paths, there is plenty to do inside and outside the city.

Leicester is surrounded by market towns, sleepy villages and attractive residential suburbs. Schools rated as outstanding by Ofsted are found across the city and county, while public schools such as Uppingham, Oakham and Ratcliffe are nearby.

The city's excellent transport links make it the ideal location from which to explore. East Midlands Airport flies to destinations in Europe, America and the Caribbean. London is just over an hour away by train.

The discovery of the remains of Richard III put Leicester on the tourist map. DMU has its own links to the last Plantagenet King. In our Heritage Centre on campus lie two arches, the last remains of the Church of the Annunciation, where Richard's body lay after his death on the battlefield at Bosworth.

Brilliant teamwork powered Leicester City to the Premier League title in 2016 – and DMU is proud to say we have been on the same side for years. Our role as the club's Official Higher Education Partner builds on four years of two great Leicester institutions working together.

DMU contributes £255 million to the Leicestershire economy every year. Tourism is boosted by £5 million a year due to visits from students' family and friends, as well as prestigious public events staged by the university.





FACULTY OF BUSINESS AND LAW

Based in the £35 million Hugh Aston building and the stunningly restored Leicester Castle Business School, the Faculty of Business and Law is a truly global community of more than 6,000 students from more than 100 nationalities. State-of-the-art study facilities include a mock courtroom, law library and computer laboratories along with study and breakout areas.

The faculty boasts strong links with professional bodies such as ACCA, CIMA, CIM and CIPD, offering recognition and significant exemptions from professional courses across a wide range of subject areas.

With a strong emphasis on employability, the business and law undergraduate programmes offer students an opportunity to undertake a placement. A dedicated

team helps students to secure relevant posts to gain valuable industry experience. Our successful graduates have gone on to work at world-leading companies such as Vauxhall, PwC, KPMG, NHS, BT and Microsoft.

The faculty also offers specialist postgraduate and professional courses, designed to be relevant to industry today.

OUR OTHER FACULTIES

Faculty of Arts, Design and Humanities

The faculty is home to the creative disciplines and humanities subjects, with subjects taught by internationally acclaimed and award-winning academics. Graduates go on to enjoy success in a wide range of careers with high-profile brands such as Adidas, the BBC, BMW, Disney Studios, Tommy Hilfiger and Next.

Art, Design and Architecture students benefit from industry-standard facilities complete with cutting-edge technologies such as digital editing suites and dedicated drawing and modelling studios. World-leading Fashion and Textiles courses offer an extensive range of specialist facilities including professionally equipped studios, textiles testing labs, and shoemaking, weaving, sewing and knitting workshops. Humanities students have access to the full range of audio-visual and IT facilities, including audio, video and web-based learning, and the option to study a language alongside their degree.

Faculty of Computing, Engineering and Media

The faculty is home to a diverse range of courses across three specialist schools, taught by experienced academics in professional facilities equipped with cutting-edge technology.

Bringing together technical and creative disciplines, The Leicester Media School offers students opportunities to take part in national competitions and be recognised by respected industry bodies. The School of Computer Science and Informatics offers industry standard facilities like our Cyber Security Centre and works with partners like Airbus and Deloitte. A research-led environment, the School of Engineering and Sustainable Development equips students with the skills and specialist knowledge to solve real-world problems.



Faculty of Health and Life Sciences

Home to four specialist schools – Allied Health Sciences, Applied Social Sciences, Nursing and Midwifery, and Leicester School of Pharmacy – the faculty educates and develops professionals who make a significant difference to lives, health, wellbeing, communities and society.

Teaching reflects the latest developments in the sector and many courses have professional accreditations. A range of work experience and volunteering opportunities enables students to develop the skills sought by graduate employers. Recent graduates have secured roles with leading employers such as AstraZeneca, the Ministry of Defence and the NHS.

The dedicated facilities are designed to replicate current practice and feature industry-standard equipment, enabling staff and students to undertake life changing projects to improve health and social care.

PRO VICE-CHANCELLOR/DEAN: FACULTY OF BUSINESS AND LAW

Faculty/Directorate: Business and Law	Location: Leicester
Grade: Executive	Responsible to: Deputy Vice-Chancellor
Role Profile: Executive	Responsible for: Faculty-based staff including senior, professorial, academic and professional services staff
Contract Type: Full-time/Permanent	Date of Issue: April 2019

Overall purpose of the role

As a member of the Executive Board, the Pro Vice-Chancellor/Dean for the faculty of Business and Law will contribute to the corporate leadership of the university and its strategic direction, ensuring that the university is able to develop and deliver its business plans and further develop its reputation and impact regionally, nationally and internationally. The post-holder will be expected to create, develop and deliver new and existing university strategies in an innovative and proactive manner.

The Pro Vice-Chancellor/Dean is expected to spend a minimum of 30% of their time on corporate, non-faculty related duties, and in addition is expected to align faculty strategy and activity to corporate strategy. The Pro-Vice Chancellor/Dean will work closely with the Vice-Chancellor, Deputy Vice-Chancellor, Chief Operating Officer and the Executive Board. They will take responsibility for a cross-institutional portfolio as allocated by the Vice-Chancellor and will drive and lead that portfolio to provide institutional wide change and improvement.

The Pro-Vice Chancellor/Dean as faculty lead will create a stimulating, innovative and inclusive cultural environment in which staff and students with thrive and develop. They will take overall responsibility for their faculty and will set the strategic direction, ensure operational plans are in place and lead and motivate faculty-based teams to deliver against those plans.

The role holder may be expected to deputise for the Vice-Chancellor/Deputy Vice-Chancellor as appropriate and will work with the Executive Board to provide effective collective institutional leadership.

Job context

The Faculty of Business and Law comprises; Leicester Castle Business School and the School of Law. This role reports to the Deputy Vice-Chancellor and is a member of the university Executive Board. The role holder will line manage the Deputy Dean, Associate Deans and appropriate senior leaders.

As a member of the Senior Executive, the role holder will participate in, and in some cases chair/lead, a number of university committees relevant to their areas of responsibility.

Key responsibilities

- As PVC/Dean to negotiate and efficiently manage the faculty budget.
- To directly line manager senior faculty based staff.
- To set management standards and provide a consistent professional and communicative style of leadership for all faculty based staff.
- To provide an outstanding academic and social educational experience for students in the Faculty.

PRO VICE-CHANCELLOR/DEAN: FACULTY OF BUSINESS AND LAW

Main Duties and Responsibilities

- To lead on the creation of an exciting and supportive learning environment that transforms our students and inspires them to make a real difference in society.
- To lead on the development of research excellence and innovation within the faculty and university, creating opportunities for creativity, collaboration and investment,
- To lead on the achievement of commercial income targets for the Faculty
- To act as an ambassador for the university, promoting DMU and developing the national and international networks supporting the university vision to become a truly international university, building influential global relationships to enrich our research, teaching and cultural collaborations.
- To lead on the development of a faculty teaching and research portfolio that is recognised as being leading in its field, linking with relevant professional bodies.
- To provide overall leadership and drive delivery of the university strategy within the faculty, setting goals and ensuring the achievement of corporate key performance indicator including in the areas of teaching, research and innovation.
- To create an inclusive, communicative and performance focussed management culture encouraging staff engagement and motivation to deliver so that student progress and achieve within a stimulating, creative and safe environment.
- To act as liaison with governors in relation to specified projects as allocated by the Vice-Chancellor.
- To contribute to corporate leadership including through the leadership of cross-institutional projects as allocated by the Vice-Chancellor.
- To lead the strategic development of the faculty, stimulating new ideas and innovations, challenging and supporting managers to integrate and align strategies and plans with corporate objectives to ensure students have a consistently excellent experience of DMU.
- To ensure existence of effective governance arrangements to enable compliance with requirements of funding bodies; professional bodies; financial obligations and the law and to provide a comprehensive communication structure ensuring the engagement and involvement of all staff and students in the development of the university.
- To ensure that the faculty curriculum and its delivery is relevant and promotes employability, enterprise, and inclusion so that the needs of business and the professions are met and our graduates are given a head start.
- To oversee matters relation to quality assurance and enhancement, ensuring effective academic and administrative links with the central Academic Quality Team, contributing to the development of effective governance arrangements and compliance with agreed standards and processes.
- To ensure that the overall student experience is excellent and recognised as such internally and externally through, for example, the NSS, ISB and other measures and reviews.
- To ensure that DMU continues to strive to improve its position in the league tables.

PRO VICE-CHANCELLOR/DEAN: FACULTY OF BUSINESS AND LAW

- To sit on external committees/bodies to ensure DMU's profile and influence develops in line with its strategic direction.
- To seek opportunities to act as a member of internal and external/national academic and university bodies to participate in and influence sectors debates, gather information and build relationships that are beneficial to the university.
- To communicate across DMU to ensure relevant sharing of information.
- To lead relevant teams in the delivery of delegated areas of DMU strategy.
- To develop effective relationships and partnerships both internally and externally that enhance the reputation of the university and the faculty both in the UK and overseas.
- To ensure that the university meets its corporate, financial and contractual objectives and that satisfactory arrangements are in place for the governance and viability of all activity within the faculty.
- To assist the Vice-Chancellor in the promotion of a positive image of DMU both externally and internally, promoting effective co-operation and relationships with DMU's faculties and directorates. To advocate and role model the highest levels of professionalism and respect.
- To provide faculty leadership in support of the university vision to make a significant contribution to global efforts to achieve environmental sustainability.
- Others duties as required by the Vice-Chancellor or Deputy Vice-Chancellor.
- To deputise for the Vice-Chancellor or Deputy Vice-Chancellor and externally as appropriate.
- Perform any other duties commensurate with the job grade as reasonably required from time to time.
- Take responsibility for ensuring that the university's strategic equality plans are in place and provide regular reports on progress.
- The post holder is required to minimise environmental impact in the performance of the role, seek to promote environmental sustainability within area of responsibility and actively contribute to the delivery of the DMU Environmental Policy.

PERSON SPECIFICATION: PRO VICE-CHANCELLOR/DEAN: FACULTY OF BUSINESS AND LAW

Areas of responsibility	Requirements	Essential or Desirable	*Method of assessment
Qualifications and experience	A degree or equivalent	Essential	A,D
	A higher degree or postgraduate qualification e.g. PhD.	Desirable	A,D
	Significant senior management experience either in higher education or one of the disciplines covered within the Faculty.	Essential	A,I
Strategy	A high level of strategic thinking and planning in order to deliver the organisation's vision for the future, both internally and externally.	Essential	A,I
	A proven record of innovation, with significant experience of successful change management and delivery against strategic objectives.	Essential	A,I
	The ability to communicate a vision for the future of the University, and the ability to translate that vision to other members of the staff and student body in order to enthuse, inspire and draw on their support.	Essential	A,I,T
	Demonstrable business and entrepreneurial acumen which are required to help shape a forward-looking strategic agenda.	Essential	A,I
	Experience of leading change management in an institution or organisation of the size and complexity of the University.	Essential	A,I,T
	Previous experience of representing a university regionally, nationally and internationally, and act as a highly visible, and persuasive advocate with the ability to engage effectively with external stakeholders.	Essential	A,I,T
	High level of resilience and commitment and to ensure that objectives are consistently and effectively met on time and in a high quality manner.	Essential	A,I
	An ability to navigate emerging agendas in higher education.	Essential	A,I

PERSON SPECIFICATION: PRO VICE-CHANCELLOR/DEAN: FACULTY OF BUSINESS AND LAW

Areas of responsibility	Requirements	Essential or Desirable	*Method of assessment
Leadership	Compelling leadership qualities and interpersonal skills to demand, influence, promote and facilitate the very best academic, professional and student attainment across the University.	Essential	A,I
	A track record of personal excellence in leading and managing a large team of academic staff at a senior level which has involved strategic planning and implementation, and direct responsibility for resources (staff, financial and other resources).	Essential	A,I
	Understands the need to develop and enable staff to take ownership of change which will shape their own performance and that of the organisation.	Essential	A,I
	Ability to lead in the areas of teaching, research and commercial income generation activity.	Essential	A,I
	Ability to take decisions based on a commercial awareness in order to improve the overall status and performance of the organisation.	Essential	A,I
Planning and organisation	Experience of achievement in a large/complex organisation at a senior level.	Essential	A,I
	Proven ability to effectively manage performance (including addressing under performance).	Essential	A,I
	Experience of working with, and on, national decision making bodies.	Essential	A,I
	Understands the complexities of large HE organisations and is able to develop policy, initiate organisational change and implement vision.	Essential	A,I
Service delivery and development	A track record of achievement across a significant diversity of projects and initiatives, demonstrating excellent project management skills with strong evidence of successful large-scale project delivery.	Essential	A,I
	Experience of working at a cross-institutional level in order to drive improvements and change.	Essential	A,I
	Demonstrates clear commitment to the change process, supporting and enabling others to address challenges as they arise.	Essential	A,I
	Clear understanding of financial compliance and regulatory standards of Higher Education Institutions.	Essential	A,I
Budget control	Experience of efficiently planning and managing large budgets.	Essential	A,I
	Strong financial and resources management skills, with the capacity to help assess operational decisions on the basis of solid data and business planning.	Essential	A,I
	Awareness of funding sources, possibilities and mechanisms (governmental and non-governmental).	Essential	A,I
Equality and diversity	Demonstrable commitment to promoting equality and diversity and demonstrable success in developing inclusive working environments.	Essential	A,I

*A = Application Form; I = Interview; T = Test; D = Documentary Evidence

HOW TO APPLY

Saxton Bampfylde Ltd is acting as an employment agency advisor to De Montfort University on this appointment.

Candidates should apply for this role through our website at www.sabam.com/appointments, using code **KDOH**.

Click on the **'apply'** button and follow the instruction to upload a CV and cover letter.

The closing date for the applications is noon on **Saturday 29 June 2019**.

GDPR personal data notice

According to the GDPR guidelines, we are only able to process your Sensitive Personal Data (racial or ethnic origin, political opinions, religious or philosophical beliefs, trade union membership, genetic data, biometric data, health, sex life, or sexual orientation) with your express consent. You will be asked to complete a consent form when you apply and please **do not** include any Sensitive Personal Data within your CV (although this can be included in your covering letter if you wish to do so), remembering also not to include contact details for referees without their prior agreement.

The equal opportunities monitoring online form will not be shared with anyone involved in assessing your application. Please complete as part the application process.

