

## THE POST

**College /Service:** Social Sciences and International Studies <http://socialsciences.exeter.ac.uk/>

**Post:** Professor in Political Theory

**Reference No:** R11262

**Grade:** Professorial Scale

### Job Description

#### Summary of post

This post is primarily to support research and teaching activities in the Department of Politics. The post holder will be an innovative researcher with a strong and current record of research funding and international quality publications in political theory. Therefore the post holder will be a leading international figure.

#### Main duties

##### Research

1. Support the development and implementation of the College research strategy.
2. Lead and co-ordinate research activity in political theory and politics.
3. Manage research and other collaborative partnerships with other educational institutions or other bodies.
4. Lead bids for research, consultancy and other additional funds.
5. Write publications of the appropriate defined standard or disseminate research findings using media appropriate to the discipline.
6. Lead and develop internal and external networks to foster collaboration and share information and ideas and to promote the subject and the Institution.
7. Contribute to the enhancement of research quality and thinking in the field by being involved in quality assurance and other external decision making bodies.
8. Lead the development of new and creative approaches in responding to research challenges.
9. Plan and implement research projects and monitor progress to ensure the achievement of financial and research objectives.

##### Communication, Administration and Management

1. Be routinely involved in complex and important negotiations internally and with external bodies, particularly in relation to research, research funding and consultancy.
2. Participate in Institutional decision making and governance.
3. Participate in internal and external networks in relation to research and research funding.
4. Promote and market the work of the School in the subject area both nationally and internationally.
5. Exercise academic leadership for all subject area activities - teaching and/or research, as appropriate.
6. Act as line manager for matters relating to the employment of staff and ensuring the work is allocated fairly, according to skills and capacity.
7. Appraise and advise staff on personal and career development plans and mentor research activity within the discipline/College.
8. Develop and communicate a clear vision of the unit's strategic direction.
9. Promote a collegiate approach and develop team spirit and team coherence.
10. Foster inter-disciplinary team working.
11. Determine the allocation of resources within own area of responsibility.
12. Take overall responsibility for the organising and deployment of resources within own areas of responsibility.

### **Expertise**

1. Be a leading international authority in the subject.
2. Possess in depth knowledge of specialism to enable the development of new knowledge, innovation and understanding in the field.

### **Informal Enquiries**

Applicants are encouraged to contact the Dean of the College, Prof Robert Van de Noort (tel: 01392-724461, email: [R.Van-De-Noort@exeter.ac.uk](mailto:R.Van-De-Noort@exeter.ac.uk)) to discuss the posts further. Informal enquiries can be made to Prof Andrew Massey (tel: 01392-722042, email: [a.massey@exeter.ac.uk](mailto:a.massey@exeter.ac.uk)) . You may also wish to consult our web site at ([politics@exeter.ac.uk](mailto:politics@exeter.ac.uk)) for further details of the College.

### **Additional Information Relating to the Post**

#### **Hours of work**

There are no specific hours of work but Academic Staff are required to work such hours as are necessary to carry out the duties associated with the post.

#### **Annual Leave**

The annual leave entitlement for full-time appointments is 41 days per calendar year (pro rata for part-time appointments). For further information see our website <http://www.admin.ex.ac.uk/personnel/leave.shtml>.

#### **Probationary Period**

The appointment will normally be subject to a probationary period of one year.

#### **References & Medical Clearance**

All appointments are subject to satisfactory reference and medical checks and individuals will be required to complete a medical assessment form before appointment is confirmed. Applicants should note that the University normally contacts referees for short-listed applicants without further advice to applicants. When advising of referees, if they are resident overseas, please ensure you supply email addresses and/or fax numbers enabling us to contact them (if necessary) without delay.

#### **Right to Work in the United Kingdom**

If you do not have the right to work in the UK, this appointment will be subject to the University successfully obtaining a Certificate of Sponsorship under the UK's Points Based System for migrant workers and to you obtaining Entry Clearance/Leave to Remain.

For further information, see the links to the UK Border Agency and UK Visas websites at <http://www.exeter.ac.uk/working/new/international/>. In particular you are encouraged to undertake a self assessment of your eligibility to work in the UK using the link to [www.ukba.homeoffice.gov.uk/pointscalculator](http://www.ukba.homeoffice.gov.uk/pointscalculator).

#### **Terms & Conditions**

The Terms and Conditions of Employment can be viewed on line by visiting [http://admin.exeter.ac.uk/personnel/terms\\_cond](http://admin.exeter.ac.uk/personnel/terms_cond)

Academic staff are required to perform such teaching, academic and other duties relating to the examinations and administration as may be reasonably assigned by the Dean of College and to engage in research leading to publication or performance in recognised from appropriate to the discipline. Reasonable time will be allowed and facilities provided for such research.

Full-time members of the academic staff may undertake external examining, literary work, public lecturing, extra-mural teaching, occasional broadcasting and the giving of advice on an ad-hoc basis and on a relatively small scale without the consent of the University Council.

#### **Pensions**

Membership of the Universities' Superannuation Scheme (USS) is automatic provided that you meet the qualifying criteria for membership.

The USS is a contracted-out scheme and with effect from 01/10/2011 will have two benefit section. To find out more about the structure of the scheme and which section is applicable for you please visit the USS web site at [www.uss.co.uk](http://www.uss.co.uk) and read the information for new entrants.

The University, as your employer, contributes such sums as will be required to maintain the full benefits of the scheme. You may opt out of the scheme; if you wish to do so, you should contact the Pensions Manager,

Mrs Alison Rose (01392 263088/email [a.j.rose@exeter.ac.uk](mailto:a.j.rose@exeter.ac.uk)) for further information and to complete the necessary documentation.

The University now operates a Pension Salary Exchange scheme. Under the rules of the scheme, new employees who become members of the pension scheme become eligible to participate in Pension Salary Exchange after three full calendar months of employment. You will automatically participate in the Pension Salary Exchange scheme from the 1st of the month following this date. However, you also have the right to opt-out of Pension Salary Exchange at any time up to the completion of three full calendar months of employment. In the event that you do not wish to participate in Pension Salary Exchange, you should request an opt-out form by contacting the Pensions Office on extension 3088 (or email [a.j.rose@exeter.ac.uk](mailto:a.j.rose@exeter.ac.uk)).

Further information about Pension Salary Exchange is available from the Human Resources website [www.admin.exeter.ac.uk/personnel](http://www.admin.exeter.ac.uk/personnel) or from the Pensions Office.

### **Relocation**

For Chair appointments the University will reimburse new employees against receipts up to the £8,000 maximum allowed by the Inland Revenue. In the case of candidates coming to the UK from overseas we will, additionally pay for one way economy class airfares for the employee and their immediate family and for surface shipment of personal belongings.

In view of the significant costs involved in providing relocation assistance any member of staff who resigns from their post within the first three years of commencing their appointment will be required to repay a percentage of the money that they have received according to the following scale:

- Resignation during first year: 75%
- Resignation within second year: 50%
- Resignation within third year: 25%

The sum should be repaid to the University no later than the final day of employment.

### **Short-listing Information**

The University of Exeter recognises the time and effort taken to apply for a position and will contact you by email to inform you of results of shortlisting

### **Application Procedure and Interview Information**

The closing date for applications is **10<sup>th</sup> June 2012**. Please note, the University reserves the right to consider applications received after the closing date.

Applicants are invited to apply on-line via our e-recruitment system. This can be found at [www.exeter.ac.uk/jobs](http://www.exeter.ac.uk/jobs) . Please quote reference number **R11262** in any correspondence. Your full academic CV should be accompanied by a short letter of application explaining why you are interested in the post.

### **Data Protection Act (1998)**

The information contained within your application is being requested to enable the University to make employment decisions and meet statutory obligations. Any information provided to the University in this context will be treated confidentially and used only by manager(s), member of the University, Human Resources, Superannuation and Payroll during the course of your employment. Where the application relates to a post which is externally funded this information may be passed onto the relevant funding body.