

ASSOCIATE PROFESSOR – ROLE PROFILE

Role Summary

To lead the provision of high-quality teaching, research, enterprise and/or professional practice to the benefit of a diverse range of students and to contribute to the University's objective of securing an outstanding reputation for research-informed learning, innovation and integrated academic practice. The title of **Associate Professor** normally reflects an established national reputation, and the basis for an international reputation in at least one area of activity, as well as a significant impact on the institution.

Role Purpose

There may be a combination of teaching, research, knowledge exchange, with particular emphasis on one of these, combined with leadership and management. Those with a focus on teaching will be innovators in learning practice, who study and promote new and good practice across the institution and beyond. Those with more emphasis on research or knowledge exchange will have a substantial track record, evidenced by project, contract and advisory outputs, be widely recognised and have a demonstrable impact on their area of activity.

Five Academic domains are applicable to this role: Teaching and Academic Citizenship core, Research, Knowledge Exchange, HE Pedagogy and Leadership. Academic members of staff are normally expected to develop a career covering Teaching and Academic Citizenship and either an additional full domain or two half domains. In addition, all academic staff are expected to undertake leadership, management and administration appropriate to their grade and the individual's development aspirations, along with any other reasonable duties as requested by their Head of School or Dean.

Beyond the Teaching and Academic Citizenship core, staff may have one full domain, where they demonstrate a substantive and recognised contribution, or two half domains, where they demonstrate an effective contribution. This will vary depending on the individual, their development needs and the faculty or management priorities.

The typical guideline would be:

- For the full domain, normally the majority of the activities in the role profile will be undertaken.
- For the half domain(s) broadly half of the activities in the role profile will be undertaken, although it is recognised that this may be influenced by the depth of those activities.

Priorities and responsibilities are likely to vary at different times of the year and over the lifetime of the academic, enabling rounded careers.

All candidates will be expected to demonstrate their commitment to professional development, displaying respect for colleagues and students alike and seeking opportunities to increase the effectiveness of the student experience and their integrated academic practice.

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Representative Accountabilities:

The following list outlines illustrative examples which could be undertaken at Associate Professor level. This is not an exhaustive list and individuals are not expected to meet every point on the list.

Teaching, and Academic Citizenship and HE Pedagogy.

- Design, develop, deliver, critically evaluate and review a range of programmes of study that equip a diverse range of students to achieve academic excellence and reflect the University's commitment to high quality and innovation.
- Identify, promote and deliver best, innovative and inclusive practice in teaching and learning through programme design, teaching delivery and coaching, to inspire and influence the practice of others.
- Plan and review teaching and learning activity within the area of responsibility to ensure close alignment with the delivery of other relevant programmes, with the University's strategy in the appropriate area and with the best of professional activity.
- Lead innovation in teaching and learning in the subject area / school / faculty and the development of distinctive teaching policies and culture across the institution.
- Seek funding for and lead initiatives which identify new and best practice in teaching and learning and promote it across the higher education sector.
- Develop and maintain an understanding of research in the subject, discipline and / or in teaching and learning to inform professional activity.
- Oversee the training and supervision of a diverse range of students (including research students) particularly while in industrial or professional training.
- Oversee the pastoral care provided to a diverse range of students within the subject area, resolving issues or concerns which have been escalated.
- Act as an exemplar to others by achieving and maintaining high standing under the UKPSF or equivalent recognised teaching standard.
- Conduct and widely disseminate the outcomes of research into teaching methods and the learning process (see Research below: where research is not a major or minor domain, we would expect staff to engage in research or scholarly enquiry in relation to learning and teaching).

Research

- Conduct high quality research and lead significant research projects to ensure that resources are co-ordinated and utilised effectively and that project objectives are achieved.
- Develop and maintain an understanding of research in the subject, discipline and/or in teaching and learning to inform professional activity.

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- Publish scholarly articles and material to advance understanding, stimulate students' thinking about their subject and develop colleagues' approaches to teaching and learning.
- Successfully attract, recruit and supervise research students, acting as lead supervisor providing support and advice to help them to achieve their potential.
- Develop and submit bids for funding from research councils and other bodies, maintaining a personal reputation for excellence in research. Pursue agreed objectives and work towards providing a stream of research activity and supporting income.
- Develop a sustained track record of publishing the outputs of own research activity through books or peer-reviewed papers to advance academic debate and gain national or international recognition for excellence.
- Develop a track record of attracting research funding and delivering high quality output using that funding.

Knowledge Exchange

- Lead and coordinate activities to identify and pursue opportunities to develop external services, consultancy and other sources of profitable income.
- Write or edit text books and professional activity materials, to support effective teaching and learning.
- Provide high level and innovative consultancy advice to business, to enable client organisations to develop and raise their performance.
- Translate ideas into high value intellectual property which will benefit the public, industry and society through innovation, income and/or the creation of a company or business partnership.
- Develop ideas and proposals in order to win contracts and design and deliver substantial external programmes for employee or public training, capability and leadership development, which develop client organisations and provide a stream of profitable income.
- Develop a profile of significant and sustained success in enterprise and knowledge transfer, E.g. contracts, income, intellectual property or other outputs.
- Contribute, through advice, investigation, involvement in initiatives and the improvement of professional standards, to the development of a profession nationally.
- Provide professional advice and services which bring sustained profitable income.
- Through professional practice, enhance the University's national connections and profile in the area or discipline.
- Establish and maintain strategic relationships with other relevant contacts or bodies.
- Maintain and derive value from membership of relevant government and / or national / international advisory groups related to your profession.

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Leadership

- Provide effective leadership, in relation to people and project management in the faculty, and provide collegiate leadership where required across the University and its community. This would reasonably include participating in, and adopting a collegiate view with regards to, Health and Safety, Quality, Audit, Equality, Diversity and Inclusion matters and actively supporting the University's values and initiatives.
- Contribute to the management, academic leadership and administration of the Faculty, Department or School, to facilitate the delivery of high quality teaching, learning, research, knowledge transfer and/or professional activity and to respond to a diverse range of students' needs. Participate in departmental level strategic planning and contribute to the University's strategic planning processes.
- Undertake a range of leadership and management activities as appropriate, commensurate with the grade and the individual's development aspirations. This may include, but is not limited to, leading teams within areas of responsibility including delegated appraisal procedures; chairing and participating in university-level committees; leading and developing external networks; acting as a personal mentor to peers and colleagues.
- Provide mentoring for staff, particularly those equality groups who are under-represented in senior roles.
- Provide and sustain a significant impact on a discipline or profession at national level.

Knowledge, Skills & Experience

- Usually, a doctorate or equivalent qualification in a relevant field (although where candidates have other professional qualifications and equivalent experience a Master's may be accepted).
- Expected to have a qualification in learning and teaching (UKPSF 2, PGCHE or equivalent). Where the role focuses on the teaching domain, the expectation will be for the candidate to be working towards fulfilling the descriptors for UKPSF3 (Senior Fellow of the HEA) or an equivalent teaching qualification. Once obtained, there is an expectation that maintenance of these professional standards will be demonstrated through engagement with continuing professional development.
- National reputation in the field of expertise, with developing international reputation where appropriate to the discipline and domain.
- A track record of innovation in Higher Education, reflected in design, delivery and promotion of good academic and professional activity.
- Proven ability to deliver at a high level in all areas of academic practice.
- Ability to engage a diverse range of students and staff, and to motivate and inspire them to perform at their best.
- A track record of academic and team leadership and (where applicable) to the University and its community.

Associate Professor in Graphic Design - PERSON SPECIFICATION

Knowledge & Qualifications	Essential	Desirable
<ul style="list-style-type: none"> A doctorate in Graphic Design or in another relevant discipline or equivalent professional experience. Achievement of the relevant level of UKPSF recognition by the end of the probation period (if this has not already been obtained). For those experienced in teaching, this can be achieved through our Kingston Academic Practice Standards Framework. 	<p style="text-align: center;">✓</p> <p style="text-align: center;">✓</p>	
Skills & Competencies	Essential	Desirable
<ul style="list-style-type: none"> Working towards developing national recognition in Graphic Design(subject) through publication and grant awards. Ability to engage a diverse range of students to motivate and inspire them to perform at their best. Ability to engage in collegiate teamwork with other staff and colleagues in the school and faculty. Capacity to take a leading organisational / leadership role in a department. Demonstration of innovation in Higher Education, reflected in design, delivery and promotion of good academic and professional activity. Delivery of a high level of quality enhancement in all areas of academic practice. A track record of engaging with continuing professional development and maintenance of academic practice. 	<p style="text-align: center;">✓</p> <p style="text-align: center;">✓</p> <p style="text-align: center;">✓</p> <p style="text-align: center;">✓</p> <p style="text-align: center;">✓</p> <p style="text-align: center;">✓</p> <p style="text-align: center;">✓</p>	

Important working relationships
Head of Department, Head of School, Course Directors, School Research Director, School Director of Teaching and Learning

General Requirements
<p>All Kingston University Staff are expected to demonstrate and work towards developing the Values Framework:</p> <p>Innovative: To apply new methods or ideas to facilitate progress</p> <p>Inclusive: To value the diversity of students and staff, treating them respectfully</p> <p>Enterprising: To recognise and act on opportunities</p> <p>Ambitious: To pursue excellence for oneself, the University, and our communities</p> <p>The postholder must always carry their responsibilities with due regard to our policy, organisation and arrangements for Health and Safety at Work.</p> <p>It is your responsibility to carry out your duties in line with our EDI policy and strategy and be sensitive and caring to the needs of others, promoting a positive approach to a harmonious working environment.</p>

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You must promote and safeguard the welfare of students/ staff that you are responsible for or come into contact with.

Please note that job descriptions cannot be exhaustive, and the postholder may be required to undertake other duties, which are broadly in line with the above key responsibilities.