Role Profile	Kingston University

Position title: KERIS Director	
Reports to: Provost	

Purpose of the position	The KERI Director will be accountable for the overall leadership, management, co-ordination and development of KE and Research within the Institute, including leadership, strategy, mentoring and development, income, research impact and KE generation, IP and financial management. They will lead on developing and managing the KERI business plan in line with agreed Kingston University measures and expectations and oversee growth in quality and income through setting strategic direction in partnership with the University. KERI Directors will be responsible for creating an inclusive and positive working environment and a vibrant R&KE culture with researcher development at its core. They will be required to demonstrate a strong track record in Research/KE leadership within a Research/KE setting. In the role, they will be expected to maintain credibility and currency as a world class researcher and demonstrate the ability to inspire academic leadership and influence and drive research and KE development across the University Faculties.
Strategic Context **and** **Role Drivers**	▪ Lead on the development and delivery of the Institute business plan and income targets in line with the Universities KPIs to ensure coherent programmes of R&KE are created and developed. ▪ Oversee and promote the development of high-quality R&KE Institutes to enhance impact and outcomes, building both the internal and external reputation of the Institute. ▪ Maintain and update the Institute's 5-year financial plan and ensuring fiscal solvency after the initial set-up transition. ▪ Lead on planning, budgetary control and management of revenue, capital and budgets within the Institute setting, ensuring adherence to University financial regulations, policies and procedures. ▪ Develop and implement strategic and operational plans to increase externally generated revenue through research bidding and provision of knowledge-based services.

Accountabilities	- Ensure effective arrangements are established for showcasing and marketing the Institute's key strengths and commercial products. - Work in collaboration with other KERI directors to delivery against income generation KPIs - Lead on delivery against university REF and KEF KPIs. - Contribute to the mentoring and review of R&KE activity by KERI members with the academic staff's Faculty Line Manager. - Advise Faculty Leadership Teams on research matters to ensure that Research is coordinated across the University and that high quality and impact Research is encouraged. - Assist Faculty Deputy Deans with oversight of all research misconduct matters, appeals and discipline. - Develop, maintain and broaden a portfolio of industrial, commercial and other non-HE partners, ensuring their effective use in bidding, impact development and knowledge exchange. - Motivate, mentor and develop Researchers to create an inclusive and vibrant working environment centred on development and excellence, embedding the University's values and championing Kingston University's EDI behaviours and diversity in our communities. - Role model Research excellence and be a productive member of the Institute by submitting bids for funding, conducting high quality research or project managing research, publishing high impact research papers, providing high quality consultancy advice and participating in speaking events.
Role as part of University SLT / SLG (delete as appropriate)	As a member of the senior leadership group for the University, this role plays a critical part in defining and developing strategy, policies, and decision-making for the research and knowledge exchange activities across the University. This role requires close oversight of all research and knowledge exchange activities across Faculties. There is a keen awareness of the Institute's strong sense of community and the willingness to engage with staff, students, and the wider community as part of the senior leader group of the University.
Committee Membership	The role holder will attend and contribute to relevant internal and external committees, bodies, and other forums as required as a representative of the University.
Role in relation to the University Board – if applicable	They will attend regular faculty-related committees and other meetings which feed into the University Board.

General Line Management Responsibilities	As a senior manager, the role includes but is not limited to the following key responsibilities: ▪ Providing positive leadership, motivation, and direction to all Institute Members.
Direct Reports	None

General Requirements

All Kingston University Staff are expected to demonstrate and work towards developing the Values Framework:

- **Innovative**: To apply new methods or ideas to facilitate progress
- **Inclusive:**   To value the diversity of students and staff, treating them respectfully
- **Enterprising:** To recognise and act on opportunities
- **Ambitious:**   To pursue excellence for oneself, the University, and our communities

The postholder must always carry their responsibilities with due regard to our policy, organisation and arrangements for Health and Safety at Work.

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.

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.

This role involves regulated activity therefore a DBS check is required. *(Delete if not applicable)*

Person Specification	Essential	Desirable
Typical Knowledge, Qualifications and Registrations		
Set out the qualifications, registrations, and knowledge that are essential and desirable for the role holder.		
A PhD or equivalent plus experience in the relevant subject areas and a substantive track record in their own area of research, including evidence of international esteem.	✓	
Significant knowledge and experience of leading on Research in a HE context at a strategic level including developing research active staff, including leading professors and early career researchers, and improving quality of outputs	✓	
A strong track record in Research and Knowledge Exchange and income generation, including leadership/PI experience at a senior level of research projects funded by research councils, government/charities and/or other sources of income external to a university, with income generation levels commensurate with senior levels for disciplinary norms/REF Unit of Assessment expectations.	✓	

Core and functional skills	Essential	Desirable
Describe the core and functional skills within the organisational structure relevant to the role. These will be the pre-defined and agreed skill sets pertinent to the role size.		
Ensures accountability - Holding oneself and others accountable for meeting commitments.	✓	
Develops talent – Develop people to meet both their career goals and that of the organisation.	✓	
Manages complexity – Making sense of complex, high quantity, and sometimes contradictory information to effectively solve problems.	✓	
Inclusive effective communication – Developing and delivering multi-mode communications that convey a clear understanding of the unique needs of different audiences.	✓	
Balances stakeholders – Anticipating and balancing the needs of multiple stakeholders.	✓	
Making quality decisions- composing good and timely decisions that keep the organisation moving forward.	✓	
Enterprising Strategic mindset – Seeing ahead to future possibilities and translating them into breakthrough strategies.	✓	
Collaborates – Building partnerships and working collaboratively with others to meet shared objectives.	✓	

Cultivates innovation – Creating new and better ways for the organisation to be successful.	✓	
Customer focus – Building strong customer relationships and delivering customer-centric solutions.	✓	
Decision quality – Making good and timely decisions that keep the organisation moving forward.	✓	
Drives vision and purpose – paints a compelling picture of the vision and strategy that motivates others to action.	✓	
Drives Results – Consistently achieving results even under tough circumstances.	✓	
Drives Engagement – Creating a climate where people are motivated to do their best to help the organisation achieve its objectives.	✓	
Persuades – Using compelling arguments to gain the support and commitment of others.	✓	

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HR Office Use Only:	Ref ID:	Grade:	Date Approved
Allocated Positions:			