

Candidate Information

Position:	Director, Centre for Public Health
School/Department:	Centre for Public Health
Reference:	18/106799
Closing Date:	Wednesday 17 October 2018
Salary:	Salary will be commensurate with stage of career
Anticipated Interview Date:	It is anticipated that interviews will take place in January 2019
Duration:	The position of Director is tenable for 5 years in the first instance but may be extended.

The Director is responsible for the Centre's research programme and for delivering a comprehensive vision for public and global health research at Queen's.

Major responsibilities will include:

Research

- Develop, lead and sustain an international research programme for the Centre that spans basic research, translational research and implementation. Optimise and manage the delivery of high quality research activity outcomes i.e. publications in high quality peer review journals, significant externally peer reviewed grant income and ensuring that any intellectual property arising from the Centre's programme is fully exploited commercially within the context of the strategic development plan adopted by Queen's. Promotion of Queen's as an international centre of excellence will be a key aspect of the post.
- Develop and co-ordinate high impact research programmes in collaboration with health-related and commercial partners, which align with the strategy of the Centre, the School/Institute and the University.
- Maximise the capture of Intellectual Property and of the application of the research findings of the Centre by encouraging involvement with the healthcare sector and industry, where appropriate.
- Develop and promote collaborative research nationally and internationally and at local level to include interdisciplinary activities with other Centres/Institutes/Schools in line with University strategy and objectives.
- Develop meaningful and productive relationships with Research Councils and other grant awarding bodies, in line with the University and School strategy and protocols.
- Lead the annual performance reviews of all Principal Investigators and periodic reviews of the research programme to ensure that the quality agenda of the Centre is maintained.
- Co-ordinate REF strategy and have full responsibility for the preparation of the Centre's returns in relation to internal and external exercises and consultations and development of appropriate management information systems and procedures for the maintenance and reporting of relevant data.

Teaching

- Lead internationally recognised training programmes for postgraduate students and postdoctoral staff within the Centre which align with the research and education strategies of the School/Institute.
- Co-ordinate the overall teaching (undergraduate and postgraduate) and supervisory duties of Centre staff in consultation with Education Centre Directors and Postgraduate Leads.

Administration/Contribution to the Community

- As the accountable manager to all academic and support staff in the Centre, provide leadership through appropriate management structures; be responsible for all aspects of human resource management, including recruitment and retention (in consultation, as appropriate, with the Head of School/Institute Director); mentor staff, manage probation, performance, appraisal, staff development and recommendations for promotion.

- Manage the workload of academic staff in the Centre to ensure that all staff can deliver, in the most effective way, the required contribution to the Centre's research and the School's education and other objectives. This will include working with Education Centre Directors/Postgraduate Leads and in ensuring staff deliver appropriately to undergraduate and/or postgraduate programmes outwith the Centre.
- Contribute to the Centre and/or strategic impact on the University through leading and / or contributing to broader processes, committees and project management activities and strategic initiatives.
- Be a member of relevant Committees and Boards, including the Institute Executive Board and School Management Board; Chair relevant Committees/Boards and represent the Centre at other relevant internal and external committees.

Planning and Organisation

- Develop a long-term, comprehensive strategic academic plan for the Centre in line with the School's/Institute's strategy and University's institutional strategy.
- Develop and maintain strategic alliances with leaders in the sector as well as relevant national and international research organisations.
- Plan and deliver research, teaching and outreach programmes and ensure that resources are available.
- Manage and monitor the progress of the Centre against agreed objectives and targets and be responsible for the annual auditing and reporting of research activity of the Centre.

Resource Management Responsibilities

- Be fully responsible and accountable for all operations and corporate governance within the Centre, ensuring the effective management of all aspects devolved to Centres by the Head of School/Director of Institute, including human, physical and financial resource management; health and safety; and risk management and business continuity planning.
- Ensure that the most efficient use is made of existing available resources and maximise opportunities for income generation, both internally and externally, including applications/responses to major funding (or other) initiatives from the School/Institute, the University or national and international organisations.
- Have overall responsibility for negotiating the Centre's recurrent budget and resources arising out of the relevant Queen's programmes.

Internal/External Relations

- Lead on the branding, profiling, communication and PR aspects of the Centre's research programme and associated resources, and oversee the communication of the Centre's research programme nationally and internationally, including to the general public; liaise appropriately with the relevant University corporate affairs and communications professionals in this regard.
- Ensure effective communication internally within the Centre (to all levels of staff) and externally.
- Represent the Centre in its dealings with Health and Social Care (HSC) organisations, relevant partners, funding bodies, government and other national and international agencies.
- Lead and develop internal networks, for example by chairing and participating in institutional committees.
- Lead and develop links with external networks relevant to the Centre's programme and foster collaborations.

Clinical Candidates Only

- The successful applicant will have clinical sessions appropriate to the candidate's specialism and as agreed on appointment and in the integrated annual job plan.

Education and Qualifications- ESSENTIAL

A primary degree in medicine and/or science.

A postgraduate degree (PhD or MD or equivalent) in medicine or science.

Clinical Candidates

Registered with or eligible for full registration with the GMC (must be obtained within six months of the interview date).

Inclusion on the Specialist Register in the relevant specialism or eligible for inclusion within six months of the interview date.

Post registration qualification (Membership of relevant Royal College or equivalent by examination).

Research and Associated Activities- ESSENTIAL

Academic leadership gained over a sustained period.

A track record of leading research programmes with impact.

A record of high quality publications at an international level of excellence in internationally recognised journals, derived from a succession of successfully completed awards / projects.

A sustained track record of attracting substantial grant income as PI.

Teaching- ESSENTIAL

Experience of teaching at undergraduate and / or postgraduate level in a university setting.

DESIRABLE

Experience in leading on innovative postgraduate curricula which align with research strategy.

Management, Administration, and Contribution to the Community.

ESSENTIAL

Experience in management and administration of research activity, and in the management of significant financial, human and physical resources.

Administrative, organisational and management skills and proven success in delivering results to demanding deadlines.

Demonstrated ability to provide leadership, to motivate and develop high performing teams and to forge team spirit and coherence in order to achieve the Centre's objectives.

DESIRABLE

Direct experience of managing or assisting in the management of a similar research unit or centre.

Demonstrated ability to work with a variety of disciplines and organisations.

Other Skills/Knowledge

Excellent interpersonal, and strong leadership skills with the ability to set strategic direction, influence policy and strategy and deliver change.

Presentation

Outstanding communication skills in order to successfully present and negotiate at institutional, national and international levels and influence senior policy makers.

The ability to establish successful relationships and work in partnership with stakeholders from a range of sectors.

Personal Qualities

Able to demonstrate a wide interest in public/global health, health services and bio/medical research in order to engage a diverse academic community.

Commitment and enthusiasm for creating a world class Centre for Public Health in the context of the overall vision of the School/Institute.

Special Factors and Other Requirements

Ability to undertake national and international travel and to work irregular hours as required for the role (within the context of the School's ongoing work and commitment to gender equality as an Athena SWAN Silver award holder).