Head of Division of Health Research

Candidate Pack

Closing Date: Monday 7 March 2022
Faculty of Health and Medicine

Led by the Executive Dean – Distinguished Professor Jo Rycroft-Malone – the Faculty of Health and Medicine is one of four faculties within the University. As a vibrant and multi-disciplinary faculty it brings together academics in biomedical, medical, applied health and care, and social science to tackle key challenges of the 21st century within medicine, health and care. The faculty comprises three departments:

• Biomedical and Life Sciences
• Health Research
• Lancaster Medical School

We offer a wide range of innovative and flexible undergraduate courses in medicine and in biomedical and life sciences, taught and research-based Masters programmes, opportunities for doctoral research, including professional doctorates, and options for continuing professional development.

Ranked third in its field in the most recent Research Assessment Framework (2014) on the ‘intensity weighted’ score, equal first in ‘research environment’ and in the top 10 for ‘research power’, the Faculty offers an ideal academic environment.

Research within the Faculty is organised around five main themes, namely: Ageing; Health Information, Computation and Statistics; Infectious Disease Transmission and Biology; Mental Health; and Social and Economic Inequality in Health.

We pride ourselves on the interdisciplinary research collaborations we foster and enjoy close relationships with NHS and social care partners, health-related industries and the voluntary sector.

We work closely with colleagues in the NHS and other health agencies locally, nationally and internationally, and provide design and methodological support to health and social care researchers provided through the National Institute for Health Research’s Research Design Service.

The Faculty’s 2019-23 priorities are to:

• Grow student numbers through diversification of the portfolio whilst enhancing experience and employability
• Grow research income and associated outputs and impact through research council and National Institute for Health Research funding, and through interdisciplinary collaboration
• Implement plans for engaging strategically and effectively with key stakeholders
• Work with the NHS and other ‘health’ partners to establish an ‘academic health system’ in the region
• Promote a strong developmental culture within the Faculty

The Faculty has held an Athena Swan Silver award since 2014 and is committed to providing a culture that is inclusive and fair for all.

The Faculty provides an environment that strongly supports the individual needs of each employee, promoting a healthy work-life balance. We are committed to family-friendly and flexible working policies on an individual basis, as well as the Athena Swan Charter, which recognises and celebrates good employment practice undertaken to address gender equality in higher education and research.

We are open to flexible working arrangements (e.g., part-time to 0.8FTE, job share, condensed hours) for this role and would be happy to discuss options with you.

DHR has a vibrant research community comprising over 100 staff from a range of academic and applied backgrounds: sociology, social policy, geography, public health, psychology, health economics and nursing. We share an interest in the perspectives that the social sciences bring to an understanding of health and health inequalities, disability, illness, the delivery of health and social care and interventions and actions to promote population health and health equity.
We are based within the new Health Innovation One building on the Health Innovation Campus at Lancaster University, a new home for health and social care collaborations across the region.

Members of the Division of Health Research come from a wide range of academic disciplines and professional backgrounds. We have a well-established reputation for conducting excellent, academic research that is both interdisciplinary and translational. Academics are organised into a number of research and teaching groups which map onto innovative blended learning programmes, mostly at PhD level. Research groups in the Division work closely with our colleagues in the rest of the Faculty of Health and Medicine on the Faculty’s core interdisciplinary research themes: Ageing; Mental Health; Health Information, Computation and Statistics; Infectious Disease Transmission and Biology and Social and Economic Inequality in Public Health. The Division has good relationships with NHS and social care partners, and the voluntary sector. We also host the regional and local centres for the NIHR Research Design Service for the North West and are part of the NIHR Applied Research Collaboration North West Coast.

In the 2014 Research Assessment Exercise our research was ranked 3rd (intensity weighted score) and 1st for research environment nationally in UoA 3.

The educational programmes delivered by the Division range from postgraduate research degrees (PhDs), a professional doctorate in Clinical Psychology, and a suite of blended learning PhDs in palliative care, public health, health economics and policy, organisational health and well-being, dementia studies, ageing, and mental health. DHR has over 270 students registered on its full time and part time postgraduate programmes. We collaborate with Lancaster University Management School to deliver several courses. We also contribute to undergraduate teaching in Biomedical and Life Science, Medicine and Psychology.

Further information about DHR can be found on the website: www.lancaster.ac.uk/DHR

Other departments in the Faculty

Biomedical and Life Sciences (BLS)

The underpinning research focus within BLS covers fundamental molecular and cellular aspects of human disease, with key research areas including cancer biology, DNA damage and repair, healthy ageing, neurodegenerative disease, and infectious disease microbiology, including parasitology.

There are also links with the Lancaster Environment Centre, focusing on the relationship between disease and the environment.

BLS has well equipped research laboratories which have been extensively refurbished.

Our research excellence also underpins the provision of a range of Postgraduate courses including Masters programmes in biomedicine along with a vibrant community of PhD students. BLS is also responsible for a portfolio of biology based undergraduate degree schemes.

Lancaster Medical School

Established in 2006, Lancaster Medical School (LMS) delivers the innovative MBChB and Sports and Exercise Science undergraduate degrees as well a suite of post-graduate programmes, including continuing professional development for practicing clinicians.

Our staff have a wide range of research interests from across the social sciences, biomedical sciences, biostatistics and sports sciences. Research groups in the Medical School work closely with our colleagues in the rest of the Faculty of Health and Medicine on the Faculty core interdisciplinary research themes. The Centre for Health Information Computing and Statistics (CHICAS) sits within LMS and has many established collaborations with clinicians, biomedical and health scientists locally, nationally and internationally.

LMS is developing a vibrant clinical academic community with further recruitment and expansion ongoing.

Health Innovation Campus

The first phase of the HIC, Health Innovation One, opened in summer 2020. This £41 million development is designed to drive innovation in health and healthcare at scale. It houses academics from the Faculty of Health and Medicine, as well as focusing on developing partnerships between businesses, public and third sector organisations and community user groups.

By co-locating academics from a broad range of disciplinary backgrounds alongside businesses, establishing deep links with local communities, and drawing in contributions from around the world, the Health Innovation Campus will bring together innovators, academics, students, health and care providers, businesses and members of the public to co-create and co-evaluate innovations.

Overall this investment is expected to create over 2,000 jobs as well as provide an enhancement of £100 million to the regional economy as found by an independent economic impact assessment.
Executive Summary

Lancaster’s strengths in research and teaching combine with our vibrant, diverse community, beautiful campus and international collaborations to position Lancaster as a truly distinctive collegiate University.

Lancaster is a global university with an international reputation for combining world-leading research with a personal educational experience. Our reputation is reflected in top 15 rankings in three UK league tables and prominent positions in global university league tables.

Established in 1996, the Division of Health Research (DHR) is one of three departments within the Faculty of Health and Medicine and is a multidisciplinary department that delivers health-related research and education, regionally, nationally and internationally. In the 2014 Research Assessment Exercise our research was ranked 3rd (intensity weighted score) and 1st for research environment nationally in UoA 3.

The University prides itself on its innovative and interdisciplinary approach to health, as exemplified by the development of the Health Innovation Campus. This £41 million Campus houses the Faculty of Health and Medicine, as well as focusing on developing partnerships between businesses, public and third sector organisations and community user groups.

The role holder will be responsible for leading the next phase of the development of the Division of Health Research and for developing and encouraging excellence in all aspects of the department’s teaching, research and engagement activities.

Applications are invited from academics with experience of leadership and management who also have a relevant and sustained track record of research activity in an area that maps onto one of DHR’s areas of expertise. You will have the ability to operate at a senior level, take a strategic approach and establish and maintain effective relationships with students, staff and external stakeholders.

The appointment will be made on the basis of a permanent academic appointment as Professor, dependent on the successful applicant meeting the University’s criteria for this academic title.

Professor
Andy Schofield
Vice-Chancellor
Lancaster University is an international leader in the provision of inspiring teaching and research. This reputation is reflected by its top fifteen position in all three major UK rankings (Times/Sunday Times, Guardian, and the Complete University Guide).

The University was named University of the Year 2018, International University of the Year 2020 by the Times and Sunday Times Good University Guide, and joint 122nd in the Times Higher Education World University Rankings 2022.

The University’s research has also been rated as world-leading in the 2014 Research Excellence Framework (REF), which assesses the quality and impact of research submitted by UK universities across all subjects. Lancaster was ranked 13th for percentage of world-leading research out of the 128 institutions listed, and 18th in the UK overall. Lancaster University is also proud to be a member of the N8 Group, a research partnership of the eight most research-intensive universities in the North of England.

A major strength of Lancaster University is its thriving ecosystem of interdisciplinary research. This collaborative approach is fostered by its mixture of formal and informal structures - including Institutes and University Research Centres - bringing together experts from different disciplines to address regional, national and global challenges.

The University comprises 16,695 students and around 3,500 staff. Lancaster is one of only a handful of universities with a collegiate system which has helped to forge a strong sense of identity and loyalty, and continues to be a distinctive feature of student life.

Our beautiful campus is one of our greatest assets and manages to provide the best of both worlds for our students and staff, having a busy urban vibe, while surrounded by green parkland and sports facilities.
Our Strategy for 2025

The University’s strategy for the period to 2025 was approved in January 2021. Our vision is to be a university that is globally significant – a sector leader and innovator that delivers the highest quality research and teaching, and that engages locally, nationally, and internationally on the issues and debates of the day and future.

We have three overarching goals which are to:

• Strengthen our transformative impact in the communities in which we operate
• Drive forward our reputation as a global university
• Advance our strong national profile

In pursuit of these goals we have identified three strategic priorities:

• Research that transforms practice and thinking
• Teaching and learning that transforms people’s lives and society
• Engage actively with our communities to transform wider society

Digital is a core enabler to achieve and sustain our goals and priorities.

Further details on our Strategic Plan can be found at: lancaster.ac.uk/about-us/strategic-plan
Our People

Lancaster’s success depends on talented, creative and committed people who work hard to make this University so special and distinctive.

Our vision for the future is to be a sustainable and an academically excellent institution recognised as one of the leading universities in the world.

You will be joining a university which is amongst the best on any objective measure, but also modern, forward-thinking and quick and nimble in adopting the latest developments in teaching and research.

We have a range of support networks available for our employees and more information on these can be found at lancaster.ac.uk/working-at-lancaster.

Lancaster University is committed to attracting, developing and retaining the best staff, celebrating equality and diversity, and recognising how all staff contribute to and enhance the overall success of the University.

Our People Strategy clearly articulates that the core strength of the university is our people.

Further details on our People Strategy can be found at: lancaster.ac.uk/hr/people-strategy
The City of Lancaster has a long and diverse history, having gained its first charter in 1193. In the heart of the city centre lies a 12th-century castle – one of the best preserved in Great Britain – which dominates the hill above the River Lune. Lancaster is small enough to explore on foot, but big enough to keep you entertained all day. It offers excellent shopping, cinemas, theatres, and restaurants, with many well-preserved older buildings. The area is also well served with state, private, faith and Steiner schools.

Lancaster’s live music venues are home to regular guitar, electronic, folk, classical and jazz gigs. Fans of independent film and theatre have the choice of the city centre Dukes Theatre and Cinema, Grand Theatre, Vue multiplex cinema, in addition to the University’s own Nuffield Theatre and LU Cinema. Venues also regularly play host to major comedy and theatrical tours too. With a number of galleries and museums located in the city, there is plenty for lovers of the arts to get their teeth into.

For the latest listings visit visitlancaster.org.uk/whats-on.

Lancaster itself is situated in a delightful part of North West England. The rural landscape is superb, with the Lakeland fells in full view across the expanse of Morecambe Bay. The River Lune runs along the edge of the Forest of Bowland, an area of outstanding natural beauty, past many villages, into Lancaster and to the sea. There are two National Parks, the Lake District and the Yorkshire Dales, which are within a 30-minute drive. Lancaster is just over two hours by fast train to London and it is less than one hour to Manchester Airport, which offers direct flights to most European capitals, the Middle East, North America and the Far East.

Lancaster, and the local surrounding area, offers a unique combination of city, coast and countryside. There is an excellent choice of housing within easy commuting distance from Lancaster with areas such as the Lake District, Preston and Morecambe offering a range of housing options, from rural to city living. Housing is varied (from old townhouses to barn conversions and new builds) and is competitively priced, especially against similar properties in South East England. The University offers allowances for staff who have to move to join us.

For further information about working and living in Lancaster please visit lancaster.ac.uk/working-at-lancaster.
The Role
Head of Division of Health Research

Major Duties
The Division of Health Research (DHR) is part of the Faculty of Health and Medicine. The Head of DHR provides academic and strategic leadership, encouraging excellence in teaching, research and engagement, and managing and developing the staff and activities within DHR. They are responsible for the efficient running of DHR within the framework of the University and Faculty strategic plans and priorities.

General areas of responsibility
The Head of DHR is responsible, with other members of the Faculty leadership team, for the strategic planning of DHR and, through that, contributing to the strategic planning of the Faculty. They are responsible for oversight and management of the teaching and research undertaken by DHR and its members (including encouraging cross disciplinary activity) and, in conjunction with the School and Faculty Managers, setting up and overseeing such administrative structures that are required for the efficient running of DHR, and integrating those into the Faculty structure.

The Head of DHR is responsible to the Dean of the Faculty for the proper discharge of their responsibilities and for working in partnership with the Dean on issues of relevance to the division and faculty. They are a member of the Policy and Resources Committee (PRC) of the Faculty of Health and Medicine (FHM) and are de jure accountable to the Senate, on which they sit.

Appropriate delegation to individuals, or to management teams, and the promotion of the participation of other members of staff in the management of DHR is an expectation of the role holder.

Academic and strategic leadership
• Academic strategy and planning for DHR in line with the strategic plan for the Faculty and University, including the development, implementation and monitoring of agreed priorities.
• Ensuring the promotion and strengthening of research culture within DHR and across the Faculty, in association with the Associate Dean for Research, including advising and supporting staff and maintaining a personal research profile, including grant capture and high quality publications.
• In association with the Associate Deans for Education (Undergraduate and Postgraduate) encouraging and promoting effective and reflective teaching, including advising and supporting staff and maintaining a personal teaching profile, this will include driving the development of other health-related teaching programmes, undergraduate and postgraduate/post-registration
• Enforcing and improving, as needed, appropriate quality assurance mechanisms in teaching programmes.
• Together with the Associate Dean for Engagement, developing and promoting engagement and entrepreneurial activity within the Faculty, identifying and exploiting areas of future growth and income generation, and building pathways to impact.
• Chairing meetings, as required, and ensuring that effective consultation (with students and staff) and decision-making take place.
• Communicating issues and policy discussed at relevant Faculty committees and representing DHR’s interests to PRC, at University level and to external bodies.
• Familiarity with, developing and improving where needed, DHR’s systems and processes to ensure the effective running of all aspects of the work of DHR and that the University’s policies, systems and procedures are observed and that such information is communicated to staff as appropriate.
• Maintaining and improving the reputation of DHR, the Faculty and the University at national and international levels.
Managing People
• Managing, deploying and developing staff of all categories, their recruitment, retention, induction, appraisal, training and development, performance management, attendance (including sickness absence management and industrial action) and the operation of grievance and disciplinary procedures.
• Assessing workload and implementing processes to ensure the allocation and monitoring of an appropriate balance of teaching, research, engagement, administrative and other tasks across staff in DHR.
• Presenting to PRC strategic proposals that include implications for people.
• Being familiar with University’s policies and procedures in relation to staff, communicating these to members of the Division as necessary and for implementing them within DHR.
• Developing and promoting effective communication processes between DHR, students, staff and others and ensure an appropriate flow of information.
• Ensuring that Equality, Diversity and Inclusion are embedded in DHR’s policies, procedures and practices.

Managing Resources
• Managing the financial affairs of DHR, consistent with the strategic aims of the Faculty, ensuring effective management of the operational finances of the Division, including working with the Faculty Manager and Finance Office to assist in the process of regular budget setting and monitoring.
• Forward planning the use of resources based on University, Faculty and DHR priorities, including being involved in the annual planning round.
• Ensuring that the Financial Regulations of the University are observed.
• Managing and implementing policies concerning health and safety at work and reporting to the university safety committee as required.
• Managing the use of DHR space and considering strategic requirements for the use of space.
• Ensuring effective management of equipment required for DHR including purchase, maintenance and repair.
• Ensuring that systems exist to collect and provide management information as required.
• Being responsible to the Vice-Chancellor and University Secretary for all legal matters concerning DHR.

Research, teaching, engagement and scholarship
• Leading and supporting others in cross-faculty and University interdisciplinary work associated with their research area, feeding in to the development of this activity linked with the Health Innovation Campus at Lancaster University.
• Providing leadership for the development of successful academic and practice collaborations, including with rest of University, and interdisciplinary work for example with University institutes such as Future Cities, Data Science, and Eden North.
• Engaging in leading high-quality research in one of the research themes of the faculty, including leading the development, submission and excellent execution of externally funded research (including from research councils, NIHR, business and charitable sector) in this field.
• Taking a leading role to support those at Lancaster University working in your research area to further develop their collaborative work and engagement with employers, policy-makers, members of the public and the international research community, including in the co-production of research and its dissemination.
• Making a significant contribution to the teaching and learning agenda of DHR and its future direction. This will include engagement with the Blended Learning PhD programme in DHR.

Other Duties
• Taking a continuous improvement approach to carrying out the duties of the role.
• Engaging in continuing professional development to ensure adequate skills and knowledge to carry out the role.
• Playing a major part in building and maintaining strong working relationships with external organisations (working with the Dean, and the Associate Dean (Engagement)) and, working closely with other Heads of Division, provide effective leadership to, management of and support for academic staff to undertake their agreed range of responsibilities.

The exact balance of these activities will be agreed with the person appointed, a typical balance of these activities would be expected to be:
• Leadership and Management (academic leadership, managing people, managing resources and other activities) and other duties – 50%.
• Research/scholarship/teaching/engagement activities – 40%.
Person Specification

1. PhD in an area that aligns with DHR and faculty strengths
2. Evidence of effective and person-centred leadership and management
3. A sustained track record of research activity in an area that aligns with DHR and faculty strengths
4. Proven ability to operate at a senior level including the ability to take a strategic approach, to command the respect of their peers and to influence senior colleagues
5. Strong interpersonal and team-working skills with evidence of the ability to influence, motivate and negotiate satisfactory outcomes with colleagues
6. The ability to delegate appropriately and share responsibilities within teams
7. A good understanding of the requirements of effective budgetary management
8. The ability to relate effectively to, motivate and teach students and to perform pastoral functions successfully
9. High level of personal motivation and enthusiasm for interdisciplinary applied health research
10. Excellent understanding of the health and care policy and practice environment
11. Excellent verbal and written communication skills
12. Possession of a teaching qualification such as PGCap, FHEA, SFHEA
13. Knowledge and experience of distance or blended learning, particularly pedagogy and curriculum development at postgraduate level
14. Experience of leadership in postgraduate health education
15. Evidence of collaborating successfully including initiating and maintaining effective relationships with external organisations (e.g., NHS, industry, third sector)
16. A good understanding of the requirements for entrepreneurial activity
17. Effective chairing and group management skills
18. Experience of developing organisational systems and processes
Employee Benefits and Reward Package

Remuneration
The salary for this post is on the Senior Salary Scale at Lancaster, offering a highly competitive reward package and is part of a well-developed framework that allows reward progression.

Pension
For this role the University offers the opportunity to join the Universities Superannuation Scheme (USS).

Relocation
For those relocating nationally or internationally a generous relocation package is available.

Flexible working
We are committed to family-friendly and flexible working policies on an individual basis.

Flexible benefits
All staff are eligible to participate in the University’s sector-leading flexible benefits scheme. The scheme provides staff with the opportunity to purchase benefits at discounted rates and also to take advantage of tax and national insurance savings on some of the benefits chosen.

The current benefits include:
• Pre-School Centre
• Cycle to work scheme
• Season ticket loan
• Low emission cars
• Charitable giving
• Shopping discounts
• Dental insurance
• Health cash plan
• Sports Centre membership
• Lancaster and external courses
• Professional bodies’ membership fees
• Car parking
• Subsidised annual bus pass
• Discounted staff dining card
• Theatre membership
• Home technology
• Additional annual leave

For more information on the benefits available at Lancaster please visit: lancaster.ac.uk/employment-benefits
Process and Timeframe

The salary will be at Professorial level.

This appointment would be for a term of five years in the first instance with the possibility of a further term of up to five years with the agreement of the Dean and the Vice Chancellor. In exceptional circumstances the terms may be extended beyond this. However, it should be noted that the Head will also be appointed to a permanent academic position as Professor, the exact title being dependent on the extent to which the successful applicant meets the University’s criteria for these academic titles.

Applications should be made online at hr-jobs.lancs.ac.uk/A1042-21. Applications should consist of a covering letter, CV, and supporting statements addressing the criteria in the person specification.

Closing date for receipt of applications: Monday 7 March.

Interviews will take place on 6 April 2022.

An appointment will be made subject to satisfactory references and in line with the usual terms and conditions of employment at the University. For those relocating nationally or internationally a generous relocation package is available. Full details of the terms and conditions of employment for all staff at the University, including information on benefits, are at portal.lancaster.ac.uk/intranet/services/people/pay-recognition-and-reward/terms-and-conditions/

Informal enquiries are welcome and can be made to Distinguished Professor Jo Rycroft-Malone, Executive Dean of the Faculty of Health and Medicine; j.rycroft-malone1@lancaster.ac.uk and Professor Catherine Walshe, Head of Division of Health Research; c.walshe@lancaster.ac.uk

Recruitment Statement

We want to provide full information to you at an early stage to enable you to make an informed decision as to whether you are committed to pursuing this position and to outline the University’s expectations of all candidates taking part in our recruitment process.

Once you have reviewed the information below, and in fairness to everyone concerned, we would ask that you give serious consideration to proceeding further with this process if you think you may not accept the position should it be offered to you.

The role will be located in Lancaster and there is a requirement that the successful candidates will reside within commuting distance of the Lancaster University Bailrigg campus.

If this might involve a re-location for you, it is of course important that candidates consider how the move might affect anyone who may accompany you (for example, early consideration may need to be given to local schooling, housing and other employment opportunities where other family members are involved as early as possible).

We will support you as much as possible with this and are happy to discuss any concerns you may have. We would ask you to agree to undertaking a positive, open, and transparent dialogue with us throughout the recruitment process, raising questions and any concerns as early as possible.

The University is currently trialing blended working with the aim to transform divisional Professional Services working practices to create a highly effective, user-focused and sustainable working model aligned with business needs. As a senior role, attendance and engagement with teams on campus and remote working will be required.

Lancaster engages in a variety of domestic and international benchmarking exercises to ensure we are extremely competitive in the levels of reward and recognition we provide; therefore, we are confident that any offer made will be strong and competitive.

If you are happy to continue in your application for the position in light of the above expectations, we would very much look forward to hearing from you.