



UNIVERSITY OF  
DERBY

[derby.ac.uk](http://derby.ac.uk)

# HEAD OF BUSINESS ENGAGEMENT AND EMPLOYABILITY

Candidate Information Pack

# Welcome



I am delighted that you are considering applying for this role at the University of Derby.

At Derby we have worked to build a powerful regional university that addresses the needs of our students, the region and beyond. Recognised by the Guardian as a Top 30 university and the Times Higher Education as one of the Top 250 universities in the world, our reputation for delivering excellence in learning, teaching and for producing high-calibre graduates with the skills that businesses require, continues to grow.

Our Strategic Framework 2018-2030, which launched in June 2018, signalled a new chapter for Derby. It has provided staff and stakeholders with clarity over our direction of travel and raised the bar in terms of our institutional ambitions. Embedding high performance in everything we do and this step change in the way we operate is already generating strong results and outcomes.

A recent change in response to this was to revise the Executive structure as the result of a newly developed target operating model in the form of a reconfigured University Executive Board (UEB), forming a Delivery and Operations Leadership Group (DOL) and developing our diverse portfolio to ensure greater strategic alignment to our corporate aims.

The newly configured structure and roles provide greater synergies across the University, better enabling innovation and excellence and to maximise the collaborative working that is so essential to the future success of the University.

Additionally, the change responds to messages in the external environment and the need to continuously reflect and improve on performance as well as ensuring high standards of integrity, transparency and governance. As a result, our Head of Business Engagement and Employability will be joining us at a time of real momentum and positive change, where we look to build on our teaching excellence, enhance the student experience, grow our innovation and research profile and further establish our impact regionally, nationally and globally.

Furthermore, as the only university in the city and county we take seriously our civic responsibilities, working in partnership to improve the health, education and wellbeing of our community and have reaffirmed this commitment by pledging to develop a Civic University Agreement.

We are an ambitious university on an upwards trajectory, with exciting plans for the future, and therefore need a Provost - Innovation and Research with the knowledge, experience and leadership qualities to drive forward a high performing team, while ensuring the long-term financial sustainability of the institution.

**Thank you for your interest and time.**

**Professor Warren Manning**  
**Provost, Innovation and Research**





# The University



Located in the heart of England, we build on our region's heritage of innovation to provide industry-relevant, expert teaching at all levels.

The University of Derby is a modern, innovative education provider that achieved its University status in 1992. Teaching at the Derby site actually dates back to 1851, when it was a Diocesan Institution for training teachers, so we have over 160 years of expertise in education.

We have since become a University of first choice for students who want a supportive, aspirational environment where they can equip themselves for the career they choose. Our significant investment in world class facilities is building on our reputation for student-focused real-world learning in an increasingly competitive sector.

We want everyone to receive the high-quality education they deserve, regardless of age, background or location. We were named University of the Year at the UK Social Mobility Awards 2020 and Higher Education Institution of the Year at the 2020 NEON (National Education Opportunities Network) Awards. And we have won the Guardian University Award 2020 for Social and Community Impact.

During the last ten years we have invested over £200 million in facilities designed to give students the very best possible learning environment. We have more investment planned and continue to develop teaching to be innovative, stimulating and engaging.

## **Recent investments include:**

- £12 million STEM Centre including facilities for mechanical testing, robotics and an anechoic chamber
- State-of-the-art £10.8 million Sports Centre
- Immersive Interactive Simulation Suite, the only one of its kind in a University outside London
- Forensic Training Facility with a dedicated crime scene house
- Fashion industry facility at Chandos Pole Street
- Industry-standard Bloomberg Financial Markets Lab

# HIGHER EDUCATION INSTITUTION OF THE YEAR

National Education Opportunities Network (NEON)  
Awards 2020

# UNIVERSITY OF THE YEAR FOR SOCIAL MOBILITY

UK Social Mobility Awards 2020

# TOP 10 POSTGRADUATE STUDENT EXPERIENCE

Postgraduate Taught Experience Survey 2020

# WINNER GUARDIAN UNIVERSITY AWARD 2020

for Social and Community Impact



None of our  
waste is sent to  
landfill. If it can't  
be recycled it's  
turned into  
energy



Accredited  
Fairtrade  
University

# The City

Derby's location makes it a great place for business, offering promising job prospects for our graduates.

Global names such as Rolls-Royce, Toyota and Bombardier are well-established in the city, while new enterprises thrive here too.

It's a friendly and affordable place to live, offering a wealth of amenities in a compact space. Traditional shops and cobbled streets in the historic Cathedral Quarter are complemented by the high street names and leisure facilities of a large indoor shopping centre.

For sport enthusiasts the city offers a Championship football team, county cricket, rugby, and a velodrome among others.

Derby has a wealth of parks and green spaces, ideal for relaxing with family and friends; and close by is the beautiful Peak District National Park with its stunning scenery, historic houses and range of activities for all tastes.







# Our Future



Our Strategic Framework provides the foundations and direction on which to plan, perform and succeed in a changing and globally dynamic environment between now and 2030. Developed in consultation with staff, students and stakeholders, the Framework has a simple promise at its heart: everything the University does is driven by delivering excellence and opportunities for our students, staff and region.

The Framework is designed to allow us to be flexible and adaptable to the changing environment in which we operate. Producing a long-term strategy during a period of unprecedented change, not only in the sector but politically, socially and economically, creates a challenge but many opportunities. The University is ambitious for our students, staff and region knowing what is right for students today may not be for tomorrow and getting this right is most important for our future success.

The Framework is supported by three 'pillars':

## **Game Changers**

- Students will set their aspirations high, think beyond the obvious and have the ingenuity, curiosity and enterprise to succeed
- Industry-relevant and research-informed curriculum
- High-quality learning environment
- Modern learning methods
- Range of opportunities

## **Positive Impact**

- Research, knowledge creation and innovation are focused on making a practical, positive difference to people's lives close to home and around the world
- Raising aspirations / developing skills across the region
- Positioning Derby on the global stage
- Driving the economic, social, cultural, educational and environmental prosperity of their home

## **Opening Doors**

- A champion of social mobility, firmly believing in the transformational nature of education
- Creating opportunities for all across the region
- Something on offer for whatever stage of life or career
- Pioneer for online, blended and virtual learning
- Global outlook

We have a long-standing reputation for teaching excellence of which we are extremely proud and now is the time to build further on this, through more focused and integrated applied research.

Opportunities are a core element of our academic approach – not only in terms of delivering these, but through a culture of curiosity and drive instilled in students and staff to seek and create their own. We are proud to be the only University in the city and county as this enriches connectivity within the region, but as importantly, we relish the civic responsibilities this brings.

This is an ambitious University with purpose, positivity and confidence in what we are going to accomplish over the next ten years.





# Our People Vision



At Derby, our People Vision is based on the simple belief that if we attract the right people, motivate them and provide development in a supportive, friendly performance-focused environment, then together we will enjoy continuing success. We believe that this is the ultimate people business and we place great emphasis upon engaging with colleagues and stakeholders.

This will be achieved by putting the University's values at the heart of everything we do and by being a 'values-led' organisation. This means that, in striving to realise our strategic ambitions, we place as much value on how we do things as on what we do.

## **Our values form the bedrock of our approach:**

- Value People
- Bold
- Future Focused
- Brilliance

The University wants all students, staff and stakeholders to be delighted by their experience, proud of their achievements and become active promoters of the University.

Continuing to do this has given us a clear and positive signature and a definite edge in the new HE marketplace. Moreover, we are committed to providing all staff with excellent career and personal development opportunities, together with a total rewards philosophy based on providing competitive, affordable, flexible packages that recognise performance.

For more information on the Corporate Plan and Values please see:

**[derby.ac.uk/about/strategic-framework](http://derby.ac.uk/about/strategic-framework)**





# Head of Business Engagement and Employability

Innovation, Research and Business Engagement



The Provost for Innovation and Research is a newly-established role within the University of Derby's reconfigured Delivery and Operations Leadership Group. The successful candidate will join the University at a transformational time, where they will play a leading role in driving forward our strategic ambitions around enterprise, business development and employability activities.

At the University of Derby, we nurture and encourage research excellence across all our disciplines and all career stages recognising the strong link between excellent research and an excellent student experience.

We are investing in our students, our staff and our research infrastructure to help us achieve this. The Head of Business Engagement and Employability will provide visible cross-university leadership to develop sector leading business engagement relationships to achieve our strategic ambitions in REF, TEF and KEF.

Additionally, you will hold overall responsibility for the University's Careers and Employability function; ensuring that students and graduates have developed the appropriate employability skills and gained transformational experiences to make them competitive in the employment market.

This is an exciting opportunity for an experienced and influential individual with a passion for business engagement, development and employability and a talent for driving strategic change to make a significant contribution to a developing and ambitious University.

We remain in the 'top 10' universities for the highest number of Knowledge Transfer Partnerships being delivered and our European Regional Development Fund (ERDF) projects have a combined value of £10.3m. Such partnerships ensure that applied research is an integral part of the University.



# Job and Person Specification

## Role Summary

Reporting into the Provost for Innovation and Research, the Head of Business Engagement and Employability is a senior academic leadership role with the responsibility for driving the University's strategy for business engagement and employability.

This is a University-wide role, drawing together stakeholders from across both academic and support functions within the University, as well as external partners, in order to realise the University's strategic Research goals. The postholder will also deputise for the Provost for Innovation and Research, representing the Provost where required and leading the wider Innovation and Research function on occasions of the Provost's absence.

As a member of the University's Delivery and Operations Group the role holder will also support the delivery of the University's wider strategic framework and objectives.

## Principal Accountabilities

1. Lead on all aspects of Business Engagement across the University, influencing Colleges and departments to engage internal stakeholders
2. Develop, implement and lead a sector leading business engagement unit in the institution that will ensure there are the quantity and quality of relationships to achieve our strategic ambitions in REF, KEF and TEF
3. Identify and develop business engagement and employability strategies for the University that align to our strategic framework and the relevant ISMs
4. Ensure operations are in place that supports colleges and departments to deliver business engagement and employability activities in line with the strategy
5. Identify strategic opportunities to increase business engagement and influence the wider university to engage and develop these opportunities
6. Lead the establishment, development and ongoing liaison with key strategic partners regionally, nationally and globally to deliver increased sponsorship to the University to result in the achievement of ambitious targets for growth of income from business sources
7. Provide senior representation for the University in discussions with business, promoting the University to external funders and stakeholders (including individuals at Board and other senior levels) and acting as the key contact for business stakeholders in their engagement with the University
8. Provide expert guidance and analytics which support the generation of new opportunities for engagement with business
9. Lead the implementation of systems and process, including CRM, to ensure efficient and effective business engagement operations
10. To support and develop seamless support services for business engagement through effective coordination and optimised business processes across the University's Professional Services (including links with the Directorates of Finance, Student Experience, Legal Services, etc)
11. Provide professional advice and contribution to appropriate committees and academic colleagues to enhance business engagement and employability
12. Provide motivational leadership, line management and development for staff in areas of responsibility, ensuring that local strategic and operational plans are aligned to the University's strategic framework and corporate objectives
13. Provide leadership managerial oversight of the Business Engagement Unit, ensuring the team supports the University in engagement with employers and key stakeholders regionally and nationally
14. Provide leadership and managerial oversight of the University's Careers and Employability team ensuring students and graduates have developed the appropriate employability skills and gained transformational experiences to make them competitive in the employment market
15. Chair or take a prominent seat on a range of internal and external committees, Councils and boards relating to the Business Engagement and Employability strategies
16. Ensure efficient and effective systems and processes which support a high-performance culture operate throughout areas of responsibility. Ensure that objectives and outcomes can be measured and monitored, emphasising direct links to the University's success measures
17. Ensure that diversity and inclusion are integral to the culture and activities in areas of responsibility and across the University



## Person Specification - Essential Criteria

### Qualifications

- Professorial or equivalent standing, with an academic profile and research track record commensurate with a senior academic leadership post
- Good degree and PhD or equivalent
- Evidence of relevant continuous professional development and active memberships or affiliations with relevant external associations or networks

### Experience

- Extensive experience of operating strategically at senior management level within a Higher Education environment
- Experience of leading teams and of engaging and inspiring peers and senior stakeholders outside your direct area of influence
- Experience of leading business engagement activity across a large institution involving academic stakeholders
- Experience of developing and embedding careers and employability strategies in Higher Education
- Experience of leading policy developments and operationalising them into tangible actions
- Significant track record of income generation and delivery
- A proven ability to deliver against financial income generation targets
- Strong business and commercial acumen and track record of working with industry and commerce
- Ability to manage resources against a budget and targets and to create and deploy strategic business plans

### Skills, knowledge & abilities

- Well-developed inspirational leadership, influencing and people management skills
- Knowledge of Graduate Outcomes, OfS and current policy related to careers and employability in Higher Education
- A good understanding of the working of higher education institutions (across School, College and Institutional levels where appropriate), the opportunities for business engagement across all aspects of the University's mission, and the nature of academic drivers/priorities and their variance between disciplinary contexts

- Excellent negotiation skills and proven ability to influence colleagues throughout the organisation
- Proven ability to build effective relationships with staff at all levels, including establishing and maintaining the confidence of senior academic colleagues and external stakeholders
- Knowledge of a wide portfolio of funding sources and how to access them
- Comprehensive understanding of the current issues and future developments related to Business Engagement and Employability, with awareness of key upcoming challenges and opportunities
- Excellent verbal and written communication, with the proven ability to develop high quality, audience appropriate written papers and strategies
- Ability to interpret complex policy documents and technical guidance, including financial guidance, and assess its impact on the University
- Good strategic, analytical and critical thinking.
- Project management skills
- Agility and resilience necessary to deal with demanding workloads and deadlines

### Business Requirements

- An understanding of and commitment to Equal Opportunities and the ability to embed this in day-to-day activity
- Willingness and ability to travel and work outside of normal working hours if necessary

## Person Specification - Desirable Criteria

### Experience

- Track record of working with local government and the region
- Previous commercial experience, including intellectual property protection and exploitation

### Skills, knowledge & abilities

- Knowledge of audit and financial compliance and audit issues/risk associated with external funding
- Ability to develop and maintain networks and professional relationships at a senior level
- Well-developed IT skills particularly MS Office applications

## Benefits

As well as competitive pay scales, we offer generous holiday entitlement. We also offer opportunities for further salary progression based on performance, and the opportunity to join a contributory pension scheme.

The University of Derby is committed to promoting equality, diversity and inclusion. However you identify, we actively celebrate the knowledge, experience and talents each person brings.

For more information on the benefits of working at the University of Derby go to the **Benefit pages of our website**.



UNIVERSITY OF  
**DERBY**

[derby.ac.uk](http://derby.ac.uk)

University of Derby  
Kedleston Road  
Derby  
DE22 1GB

T: +44 (0)1332 591044  
E: [marketing@derby.ac.uk](mailto:marketing@derby.ac.uk)  
W: [derby.ac.uk](http://derby.ac.uk)

