



UNIVERSITY OF
LEICESTER

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Professor and Head of the Leicester Law School



We are Citizens of Change





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Welcome from the President and Vice-Chancellor

Diverse in our makeup and united in ambition –
we pursue excellence in knowledge and learning to
transform our community, our world and beyond.
We are Citizens of Change.



PROFESSOR NISHAN CANAGARAJAH
PRESIDENT AND VICE-CHANCELLOR

Dear Applicant

Thank you for your interest in this exciting opportunity to play a leading role in helping to shape the future of this great institution.

I was delighted to launch the University's new Citizens of Change strategy in November 2021. In this, I committed the University to research-inspired education, world-changing research and a focus on people, partnerships and impact.

The three new values that run across the heart of our strategy are being inclusive, inspiring and impactful. These values speak to the kind of university we are – and will be in the future.

We believe that equity, diversity and inclusion are integral to a successful place of work and study. We proudly embrace our diversity with staff and students from over 100 countries working and studying at Leicester, bringing with them an incredible diversity of viewpoints, beliefs, attitudes and approaches which enrich both the University and the city.

We have had some outstanding successes in the past year in terms of our research and league table performance. Our University is now placed consistently amongst the top 30 universities in the country. In the Times Higher Education (THE) World University Rankings 2024, Leicester is ranked 26th in the UK.

The University is now an established and prominent member of the international academic community, with worldwide links in teaching and research. Last year the University was awarded a Gold rating in the Teaching Excellence Framework (TEF) 2023 which is an important recognition for all members of our University community that we deliver excellent education.

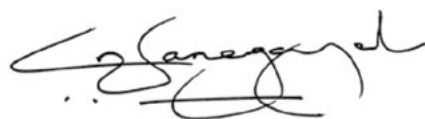
Research England published the results of REF2021 and the results show that, since the previous REF in 2014, the University has moved up 23 places to rank 30th overall in the Times Higher Education REF rankings. This represents one of the biggest climbs of any university and is an outstanding achievement. This is our best ever performance in a research assessment exercise and an exceptional testament to the quality and impact of our academics' research and the wider research environment.

We are seeking an inclusive and inspirational strategic leader as Head of Leicester Law School in the College of Social Sciences, Arts and Humanities. As a senior member

of the University, you will advance the University's profile in world-class research, enterprise, and teaching excellence in an increasingly competitive environment both nationally and internationally. Heads of Schools are academic leaders in their disciplines and work with their Head of College and School Leadership Team to deliver University strategic objectives. Headship offers the opportunity to play a transformative role in the future direction of your discipline, School, College, and the University, building on your management and leadership skills. Working closely with the Pro-Vice-Chancellor and Head of College for Social Sciences, Arts and Humanities, you will represent and promote the School, College, and University to enable the right environment for us to be at the forefront of global leading research and innovative enterprise whilst attracting students and providing them with an excellent student experience. The Law School has grown substantially in recent years and remains an important growth area for the University, and as Head of the School, you will provide strategic oversight for the School to effectively manage sustainable growth whilst ensuring strong performance in NSS and REF.

As Head of Leicester Law School, you will be responsible to the Head of College for the highly effective operation and development of your School, ensuring that this aligns with the University Strategy. You will be an accomplished communicator who can lead, inspire, and motivate colleagues across the School, and, crucially, you must be capable of leading change and delivering against the strategic priorities of the University. You will be committed to providing an inclusive environment for students and staff focused on realising potential and striving for excellence. The appointment as Head of School will be made for an initial four-year term, which can be extended with mutual agreement.

If Leicester sounds like the place for you and you have the skills, experience and desire to make a difference, we look forward to hearing from you.



PROFESSOR NISHAN CANAGARAJAH
PRESIDENT AND VICE-CHANCELLOR



We have established a reputation as an open, accessible and friendly university, where people enjoy their work.

Overview of the University of Leicester



The University of Leicester was founded a hundred years ago as a beacon of hope for the future.

The site for the University was donated by a local businessman, Thomas Fielding Johnson, in order to create a living memorial for all local people who made sacrifices during the First World War. This is reflected in the University's motto *Ut vitam habeant* – 'so that they may have life'.

With 21,505 students and 3,800 staff, Leicester is one of the very best British and global universities with an enviable record of research discoveries, a flair for teaching innovation and proven success in broadening access to higher education.

Our research has wide-ranging impacts on society, health, culture and the environment, with 89% of our research classed as world-leading or internationally excellent. Whether it's our pioneering work in space, breakthroughs in the search for alternatives to antibiotics, or life-changing diabetes research, we demonstrate education and knowledge to be a power for good. While proud of our heritage and our achievements so far, Leicester is a university focused on the future. Our spirit of discovery is about imaginative new thinking, and this

approach enables us to seize new opportunities as we pioneer a distinctive and research-intensive institution, open to all who have talent.

As we build for the future, we have made multi-million pound investments in our estate to ensure we have state-of-the-art facilities that are fit for purpose in our new century. During our centenary year, we opened our dedicated home for the School of Business at Brookfield, which also connected us with the original benefactor of the University, Thomas Fielding Johnson, who lived there. We also celebrated the opening of the refurbished and extended Percy Gee Building, home to the Students' Union, and we recently had the official opening of our new £150m Freeman's development – a vibrant new neighbourhood for students to live, study and socialise.

We play a vital part in the UK's most multicultural city as a major employer, and as an investor and supporter of music, art, sport and culture. There are more than 180,000 graduates from the University today, many of whom choose to stay in the city and region long after they graduate. We work closely with local schools and colleges in all aspects of education including teacher training. We are committed to creating access for anyone with the talent and determination to succeed in their studies, regardless of background. We are similarly committed to helping our city meet its environmental, social and educational ambitions.

12,912
undergraduate
students



£300 million
research portfolio (live grants)
from over 250 funders



8,593
postgraduate
students



3,800
staff



32%
international
students



£340 million
turnover



2023 Statistics



Leicester Law School

Leicester Law School is one of the largest schools within the College and has a total student population of approx. 1800 and a workforce of approx. 100 Academic and Professional Services staff.

Our strong student recruitment has enabled the School to grow in student and staff numbers over the past few years, and it continues to be an area of sustained growth and investment for the College.

We provide an expansive variety of courses, for both undergraduate and postgraduate students, and supervise numerous research degree students on topics spanning the breadth of legal studies. We pride ourselves on the good relationships we have with our students, and our small, supportive and friendly group tutorials. We support a very diverse body of students and are proud to have closed the BAME awarding gap. Leicester

Law School offers more optional modules in the final year of the LLB than most law schools, reflecting the diversity of expertise of our academic staff as part of our research inspired education. Whilst our most popular programme is our LLB Law, we also offer LLBs in Law with Criminology, Law with Politics and Law with a Modern Language, as well as our 4-year Maîtrise programme, delivered in partnership with the University of Strasbourg. Additionally, we attract a large number of Canadian students who study for a 3-year LLB Canadian pathway or our graduate entry 2-year LLB JD pathway. At Masters level, we offer a number of specialisms and in 2024 are introducing a new LLM in Health Law, delivered by members of our research Centre for Rights and Equalities in Health Law. We are currently ranked 20th for Law in the Guardian league table.

We have a strong reputation for mooting, and have won the ESU National Mooting Competition five times. We also encourage our students to put their studies into practice through our student-led pro bono projects. Our award-winning Pro Bono activities help our students gain invaluable legal and non-legal experience, contribute positively to the local community and develop their abilities, both as individuals and team players.



Our research is recognised on a global stage, and our academics are frequent participants in legal debates and contribute to policy-making. We have a long tradition of developing early-career researchers, enriching the discipline via the new talent we support. In doing this, we embody the University's value of acting as 'Citizens of Change'

In the Research Excellence Framework 2021, 68% of the School's research output was rated to be world-leading or internationally excellent. In terms of research power, the School ranked 24th in the country.

Leicester Law School is a large, research-led law school with a strong tradition of excellence in scholarship and the advancement of knowledge. Our organisational philosophy is pluralistic and inclusive in nature, seeking to accommodate a wide range of approaches including doctrinal research, socio-legal research, law and theory, and interdisciplinary work. In order to maximise the quality and impact of research, staff are encouraged to engage in the work of one or more of our research groupings, which represent particular research strengths of the School. These have recently been consolidated into two research centres, and three research clusters:

Research Centres

- Centre for European Law and Internationalisation (CELI)
- Centre for Rights and Equality in Health Law (CREHL)

Research Clusters

- Private and Commercial Law
- Law and Theory
- Law, Society and Justice

More information regarding the School can be found here le.ac.uk/law



The role

Job title:

Head of Leicester Law School

Salary:

Additional responsibility allowance of £10,000 per annum for tenure as Head of School

Post responsible to:

Head of College

Hours/contract:

Full-Time, Four-Year Tenure as Head of School with possibility for extension

Role purpose

Heads of Schools are academic leaders in their disciplines and work with their Head of College, Deans for Research and Education and other members of the College and School Leadership Team to deliver against the University's strategic objectives. Headship offers the opportunity to play a transformative role in the future direction of your discipline, School, College and the University and to build on your management and leadership skills.

As Head of School, you will be responsible to the Head of College for the highly effective operation and development of your School, ensuring that this aligns with University Strategy and will include:

- Providing effective leadership and management for the academic, teaching, research staff and resources.
- Ensuring the stability of student recruitment to achieve target whilst maintaining minimum standard tariff score and developing a longer-term growth plan.
- Delivering an outstanding student experience increasing student satisfaction shown in NSS results, which in turn will ensure we retain TEF Gold in future ratings.

- Effective management of the school’s research and enterprise programmes to increase research performance, reputation and funding.

Principal responsibilities

Research and enterprise

Working closely with the School Director of Research, Enterprise/Impact Officer and PGR Director, and in partnership with the College Dean for Research and Pro-VC Research and Enterprise, you will be responsible for:

- Developing and maintaining coherent School research plans to deliver high-quality and competitive research securing substantial external funding and making a major contribution to the national Research Excellence Framework assessment.
- Developing and supporting effective impact.
- Managing applications for research funding proactively.
- Establishing departmental links with external agencies, such as graduate employers, professional bodies, research councils and other funding bodies, for the benefit of the School’s teaching and research including the commercialisation of research.
- Supporting and examining PGR students in accordance with the university’s policies and procedures.

Teaching

Working closely with the School Director of Education/ Programme Leaders/Senior Tutors and in partnership with the College Dean for Education, you will be responsible for:

- Managing the delivery of the School’s teaching programmes and a high-quality teaching and learning culture and student experience ensuring academic quality and standards through compliance with the University’s quality assurance procedures.
- Planning teaching provision strategically.
- Instigating regular review of the academic offer, portfolio and curriculum.
- Investigating and responding to student complaints.

Leadership

Responsible for the effective day-to-day running of the School, including associated facilities, supported by a team of professional services staff, including:

- Providing academic and strategic leadership.

- Ensuring that School activities inform and support college/university objectives.
- Working with other Heads of School at the College/ University level to develop a shared strategy and achieve its effective implementation.
- Be an effective advocate for the School in College and University debates, discussions and decision-making while also accepting their responsibility as academic leaders to consider alternatives.
- Acting as an Ambassador for the School and Discipline, positively promoting your work and raising the external profile of research in Leicester.
- Actively contribute to our strong values of inclusivity and equality by participating in our collective work on developing an inclusive research culture, addressing the awarding gap and supporting our charter work to tackle inequalities and contribute to an increasingly diverse and inclusive future.

People management

- Overseeing the career development of academic staff in the School including supporting academic probation and promotion.
- Ensuring that academic staff performance is supported and constructively evaluated and that staff have opportunities for development and training, in accordance with University policies.
- Encouraging a culture of high performance and excellence, in which all members of staff are encouraged to identify areas and activities in which they will excel and all members of staff are able to participate in mentoring, coaching, collaboration and the sharing of best practices.
- Ensuring that academic staff Performance Development Discussions (PDD) and research interviews take place in accordance with university policy.
- Overseeing the recruitment and selection, probation and mentoring of new academic, teaching and research staff in accordance with University policies.
- Ensuring that teaching, research, enterprise and administrative duties are allocated in accordance with college/university guidelines by a transparent workload allocation model.
- Encouraging a culture of activity, communication and interaction that reflect our values and our commitment to inclusive, collegial and professional behaviour.

- Working closely with the College HR Business Partner to take appropriate measures to implement HR policies, procedures and guidelines.

Planning and resource management

In partnership with the College Director of Operations, College Accountant and School/College professional services and/or management team:

- Lead and engage staff in the development, discussion, delivery and ongoing evaluation of annual and longer-term plans of activities, ambitions and contributions, as part of the College planning process.
- Contribute to setting shared strategic objectives and priorities for the College and to formulating the college's business plan for resource allocation purposes.
- Managing financial, staffing and other resources effectively and efficiently within the assigned budget and other agreed parameters, to ensure achievement of the College's shared strategy and of compliance with financial and other controls.
- Ensuring that the department fulfils its statutory responsibilities (for example, in record keeping and health and safety) and observes the University's policies and procedures.
- Reviewing committee structure and frequency of meetings to ensure optimum efficiency and effectiveness, in accordance with University guidelines.
- Delegating administrative responsibilities to the School/cluster operations manager, Director of Research/PGR/teaching/exams, as appropriate.

Communication

- Communicating the views and strategic priorities of the School to the University and College appropriately and constructively.
- Communicating University and College decisions and policy to the School appropriately and constructively.
- Ensuring effective and efficient communication within the School, including the provision of appropriate forums or open meetings, in which they all members of staff can have an effective voice.

Internal and external relationships

- Drive an outward-looking vision for the School.
- Interface with internal structure at College and University level.
- Represent the School at the Senior Leadership Group (SLG) and College Leadership Team (CLT).

Qualifications, knowledge and experience

Essential

*Criteria to be used in shortlisting candidates for interview

- Academic Teaching Qualification or commitment to gain the appropriate category of HEA Fellowship.*
- A PhD or equivalent substantial experience in a relevant field.*





- A substantial record of research achievement in a related field, evidenced by an established reputation and publications in peer-reviewed journals and other outlets of substantial standing.*
- Proven ability to provide academic leadership in both research and teaching.*
- Managerial experience.*
- Demonstrated ability to manage and plan resources (human and financial).*

Skills, abilities and competencies

Essential

- Proven ability to develop and implement the vision and align staff with that vision, working closely and collaboratively with others.*
- Excellent interpersonal and leadership skills to carry colleagues with you and lead the School forward.
- Demonstrable experience in leading organisational change at the School and/or College level.*
- Collegial and inclusive working style.*
- Excellent written communication*, oral communication and presentation skills.
- Entrepreneurial, with a demonstrated ability to generate external funding (through research grants, contracts or other sources) to support research programmes.*

- Strong networking and external engagement skills.
- Commitment to high-quality teaching and learning and to the synergy between teaching and research.

Support

Heads of School can expect their Head of College to:

- Agree on clear and consistent measures of success for the Head and the School.
- Acknowledge and celebrate success.
- Support the Head to introduce interventions which will lead to improved performance across the School.
- Provide regular opportunities for constructive discussion of strategic and operational issues.
- Ensure that adequate support is provided through training, Head of School networks, mentors and/or action-learning sets.
- Ensure that Heads are aware of and engaged with the specialist support provided by the wider college leadership team.
- Facilitate collaboration between Schools and Colleges.
- Communicate University Executive Board (UEB) discussions and decisions as appropriate.
- Represent the School's views and issues effectively at UEB and other University Committees.



Heads of School can expect their College Director of Operations to:

- Facilitate high-quality discussion in strategic and operational matters, including financial forecasts and strategic growth.
- Ensure College resources are deployed for maximum impact.
- Review and report progress against student recruitment targets.
- Lead on risk management and mitigation.

The College Director of Operations will appoint a School Operations Manager to:

- Ensure the professional services team deliver excellent administrative and operational support in teaching, research and enterprise activities.
- Assist with delivering student engagement activities.
- Ensure the School complies with information assurance, IT, HR, Finance and Estates policy and procedures, including GDPR, Health and Safety and Staff Management Systems.
- Support strategic planning processes by reviewing School Performance data and assisting in the planning of targets.
- Support School communication activities and assist with planning local student recruitment events.

- Ensure quality assurance processes and academic regulation are well delivered in programme administration.
- Report on School budgets and provide advice on budgetary controls.
- Facilitate resource planning across teaching, research and enterprise activities.

Criminal declaration

If you become an employee, you must inform your manager immediately, in writing, if you are the subject of any current or future police investigations/legal proceedings, which could result in a criminal offence, conviction, caution, bind-over or charges, or warnings.

Supporting University activities

As a University of Leicester citizen, you are expected to support key university activities such as clearing, graduation ceremonies, student registration and recruitment open days. We expect all staff as citizens to work flexibly across the University if required.

University values

Inclusive – We are diverse in our makeup and united in ambition. Our diversity is our strength and makes our community stronger.

Inspiring – We are passionate about inspiring individuals

to succeed and realise their ambitions. We challenge our community to think differently, to get involved, and to constantly embrace new ideas.

Impactful – As Citizens of Change we will generate new ideas which deliver impact and empower our community

Equity and diversity at Leicester

We believe that equity, diversity and inclusion is integral to a successful modern workplace. By developing and implementing policies and systems that challenge stereotypes across all aspects of our work, we have a culture that recognises and values the diverse contributions of our staff which benefits everyone. Our strong values of inclusivity and equality support our efforts to attract a diverse range of high-quality staff and students, and identify our University as a progressive and innovative workplace that mainstreams equality, diversity and inclusion.

How to apply

For further information and detail of how to apply, please contact Simon Critchley at simon@dixonwalter.co.uk or on 07891 842 347, or Alan Walter at alan@dixonwalter.co.uk or on 07876 766 972.

Further information and details of how to apply can be found at:

<https://www.dixonwalter.co.uk/opportunities/leicester-head-of-law/>

Applications should be made via email to alan@dixonwalter.co.uk by midnight on Sunday 3rd March 2024 and should consist of:

- A curriculum vitae detailing relevant qualifications and experience, full employment history, and achievements.
- A 2-page cover letter describing briefly how you feel you meet the criteria outlined in the Job Summary Form, your achievements, why the appointment is of interest, and what you'd like to achieve in the role.
- Details of three referees and notice period (referees will not be contacted without your permission).
- A completed Personal details form (available from the link above).

Formal interviews will take on 26th April 2024, shortlisted candidates will also be asked to make a presentation to members of the School prior to the interview.





Living in Leicester

Leicester, Leicestershire and Rutland are rich in culture, heritage, and leisure activities, from our vibrant multicultural city, to the beautiful market towns and rural villages.

Often described as the heart of rural England, the area features beautiful country villages, the National Forest, great rivers and castles, and a cosmopolitan city centre, making it an exciting and diverse place to live and work.

Leicester is one of the UK's ten largest cities and represents the largest economy in the East Midlands region. It has a bustling and diverse atmosphere and recent regeneration (to the tune of £3 billion) has made this cosmopolitan city even more exciting. Leicester is home to the state-of-the-art Curve theatre, as well as large and multicultural festivals. It is famous for its diversity and offers an amazing chance to dive into many different cultural

celebrations. Leicester celebrates Diwali (the Festival of Light) with spectacular lights, stunning street parades and dazzling fireworks. This is attended by 35,000 people and is the largest celebration of the festival outside of India. The city also hosts an annual Pride Parade (Leicester Pride), a Caribbean Carnival, and the largest comedy festival in the UK.

The University, working in close partnership with the city, has been the inspiration behind two of Leicester's most famous tourist attractions. The award-winning National Space Centre – the UK's largest attraction dedicated to space exploration – and the King Richard III Visitor Centre which retells the dramatic story of the University's discovery of England's most infamous King. Leicester is well-known as a sporting capital – hosting the country's best-supported rugby team the Leicester Tigers as well as Leicester City Football Club and Leicestershire County Cricket Club.

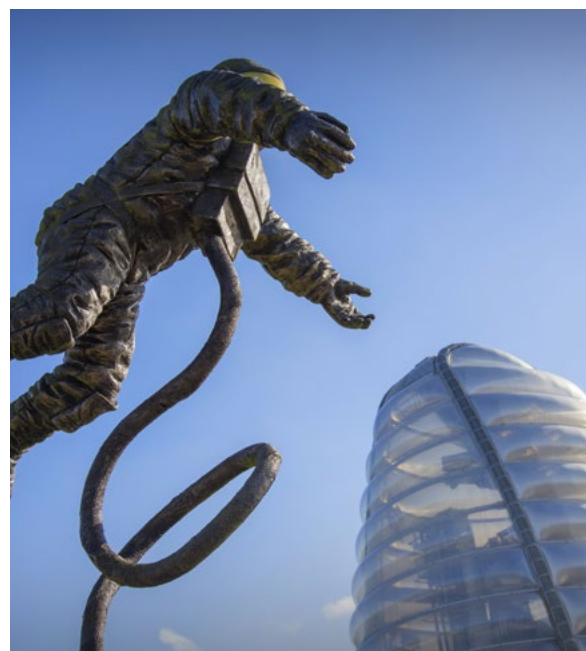
The city benefits from a large number of public parks including Abbey Park and also Victoria Park which is adjacent to the University. Leicester is steeped in history, dating back to the original Iron Age settlement which was to become an important Roman trading centre with a commanding position on one of Britain's



Leicester represents the largest economy in the East Midlands region.

most important routes – the Fosse Way. The growth of manufacturing industry reached its peak in the great hosiery, textiles and footwear enterprises of the 20th century.

On Leicester’s doorstep is the National Forest, offering cycling, riding and walkways, adventure activities and some of the most impressive landscapes in the region, including Charnwood Forest and Swithland Reservoir. To the east is Rutland Water, one of the largest man-made reservoirs in Europe, which supports a wide range of water sports. Leicester and the surrounding region offer a wide choice of property to buy or rent. In the city itself, there is a diverse mix of housing and apartments. Both new and older properties, including substantial homes, can be found in leafy parts of Leicester within easy reach of the University. Alternatively, there is property available in the attractive villages and market towns in Leicestershire and Rutland such as Market Harborough and Oakham. House prices are markedly less than those in London.





Simon Critchley

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[https://www.dixonwalter.co.uk/opportunities/
leicester-head-of-law/](https://www.dixonwalter.co.uk/opportunities/leicester-head-of-law/)

