



University of Sussex

Appointment of Vice-Chancellor

Draft job description and person specification

23.11.15



The Role

The University of Sussex will be recruiting a Vice-Chancellor of considerable ability – someone who is able to lead the institution with commitment, conviction and flair. The new Vice-Chancellor will continue to articulate a compelling, creative and ambitious vision for the University both celebrating its history and also ensuring the positioning of Sussex as a leading, modern university with distinctive, challenging and cutting-edge contributions to make to the global society and economy through world class education, research and outreach activities.

Responsible to the University's Council through its Chair, the Vice-Chancellor is the chief academic and administrative officer of the University and the 'Accounting Officer' under the memorandum with the Higher Education Funding Council for England. The Vice-Chancellor will be responsible for developing and implementing a clear strategy for the University which will be based on academic excellence and supported by a world-class operating and financial base. The Vice-Chancellor will lead engagement with the strategy within the University community and externally on a local, national and international basis.

Key responsibilities of the Vice-Chancellor will include:

Vision and Strategy

- Providing strategic vision and leadership, both academic and administrative, to the University which builds on the University's heritage and is relevant to the challenges of the current Higher Education environment

Education and Scholarship

- Leading the academic and intellectual development of the University
- Ensuring that research and education at the University are relevant to the needs of society and meet the aspirations of its students
- Championing equality, diversity and widening participation amongst staff and students
- Building capacity across the University to help identify and seize upon major opportunities, whether through academic innovations or substantive engagement with the government, public sector or industry

Leadership and Organisational Management

- Taking personal responsibility for providing inspiring and visible leadership of the University
- Supporting and enabling colleagues to be inspiring and empowered in the delivery of their responsibilities, throughout the University
- Developing productive and meaningful relationships with staff and students and engaging with issues which affect them and the development of the University
- Working with the senior officers of the University to ensure the effective management of its financial, human and physical resources and their deployment to support the core activities of the University



- Articulating clear priorities for investment
- Developing managerial capabilities in others in order to delegate effectively

People and Community

- Helping to foster a set of behaviours across the institution that will draw out the best of all staff and students
- Engaging with the views, ideas and aspirations of the whole community
- Liberating potential across the University through positive investment in people
- Developing an effective working relationship with the University Council and its Chair to achieve the highest standards of governance
- Ensuring the University is socially and environmentally responsible

External Relationships and University Profile

- Engaging positively and constructively with the full range of external stakeholders
- Establishing strong and productive relationships with the University's alumni and its principal donors and sponsors
- Influencing and advocating on behalf of the University and its interests through active engagement with the sector, government, business and alumni
- Enhancing the reputation of the University for international research, academic excellence, quality and engagement
- Leading development activities, including fundraising campaigns and the reinforcement of the University's reputation and scope, both in the UK and internationally

Person Specification

The successful candidate will have a track record of achievement and delivery in a complex environment and will be expected to demonstrate through that record the following skills, capabilities and experience:

- Significant personal credibility and a record of personal achievement in an academic environment or in an environment where the experiences will translate successfully into a university context
- A track record of substantial personal contribution to the creation of a compelling and vibrant vision and strategy in a complex, multi-stakeholder organisation that has been proven to succeed
- Creativity and ambition to develop innovative ideas and solutions to advance the University
- The capability to inspire and engage stakeholders with the vision of the University and lead with an empowering and transparent approach



- A consistent track record of successful people and operational management on a relevant scale and complexity, managing change and handling diverse and challenging managerial issues appropriately
- An excellent understanding of, and insight into, the opportunities and challenges for a university in the context of a rapidly globalising and changing environment
- High-level political, ambassadorial, networking and inter-personal skills and experience of developing relationships and activities nationally and internationally, with government, policy formulators and international partners
- Commitment to, and substantial experience of fundraising and development activities, including internationally
- Exceptional communication and listening skills and passion for engaging universally with everyone who comprises the Sussex community – students, staff, alumni, the city and region and all external stakeholders and a commitment to working with staff and students to achieve the highest academic standards

DRAFT 23.11.15