UCL

Professor and Head of Department

UCL Department of Security and Crime Science

Recruitment Information Pack

UCL INSTITUTIONAL PROFILE

Background Information
UCL is one of the world's top universities. Based in the heart of London, it is a modern, outward-looking institution. At its establishment in 1826, UCL was radical and responsive to the needs of society, and this ethos – that excellence should go hand-in-hand with enriching society – continues today. UCL is proud of its longstanding commitment to equality and to providing a learning, working and social environment in which the rights and dignity of its diverse members are respected.

UCL's excellence extends across all academic disciplines; from one of Europe's largest and most productive hubs for biomedical science interacting with several leading London hospitals, to world-renowned centres for architecture (UCL Bartlett) and fine art (UCL Slade School). UCL is in practice a university in its own right, although constitutionally a college within the federal University of London. With an annual turnover exceeding £1 billion, it is financially and managerially independent of the University of London. Find out more at http://www.ucl.ac.uk/about

The UCL community
UCL's staff and former students have included 29 Nobel prizewinners. It is a truly international community: more than one-third of our student body – more than 40,000 strong – come from 150 countries and nearly one-third of our 12,000 staff are from outside the UK.
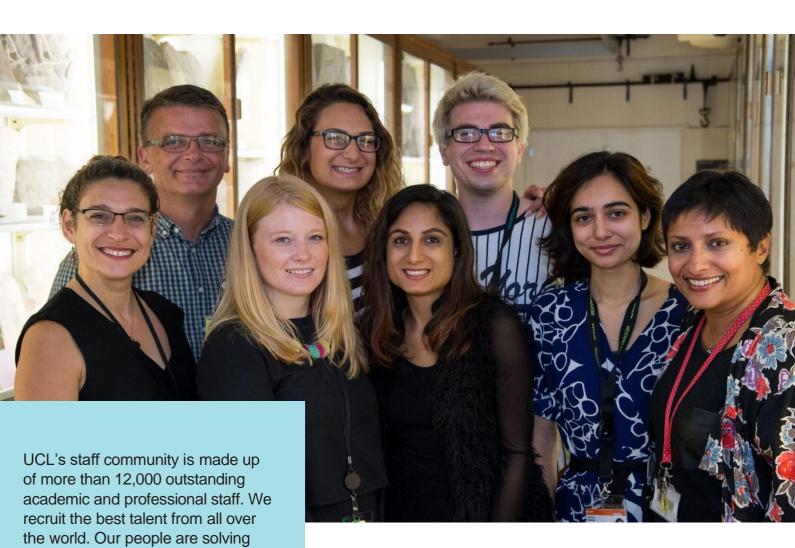
Quality of UCL's teaching and learning
We are committed to being a world leader in the integration of education and research. The quality of UCL's education has been recognised as Gold for Student Outcomes, Silver for Student Experience, with an overall rating of Silver under the 2023 Teaching Excellence Framework (TEF).

In Research Excellence Framework 2021 (REF2021), UCL was rated the second in the UK for 'research power' (the overall quality of its submission multiplied by the number of FTE researchers submitted). 93% of UCL's research was graded as "world leading" or "internationally excellent".

Location and working environment
Based in Bloomsbury, UCL is a welcoming, inclusive university situated at the heart of one of the world's greatest cities. UCL's central campus is spread across approximately three square kilometres of Central London and is within easy reach of Euston, King's Cross and Marylebone mainline stations, the Eurostar terminal at St Pancras and several Underground stations.

Construction is complete on Phase I of our new campus, UCL East. Sited on the Queen Elizabeth Olympic Park, UCL East is part of East Bank, a new destination for world class culture and education which also includes the BBC, Sadler's Wells, and the V&A. UCL East is envisaged as a radical new model for how a university campus can be embedded in the community. It will stimulate world-class research, education, entrepreneurship, and innovation in the areas of transport, culture, disability innovation, manufacturing, real estate and urbanism, health and environment, and business and finance. It will also provide much-needed expansion space from our Bloomsbury home. Read more about UCL East and our visionary plans at http://www.ucl.ac.uk/ucl-east

UCL's staff community is made up of more than 12,000 outstanding academic and professional staff. We recruit the best talent from all over the world. Our people are solving global problems and inspiring the next generation.

A world-class workforce

We look for great talent

UCL hires great talent from all over the world. Wherever you come from, there is a place for you at UCL if you have the drive and commitment to be the best in your field.

If you relish innovation, you will feel at home at UCL. We are building the team that will take us to 2034 and fulfil our ambitious strategy. This is not just about hiring great people but about

developing them and helping them realise their full potential.

We are also building an estate to match our 2034 aspirations. By 2034, our workforce will have more accessible, sustainable places to work, meet and collaborate as well as sector-leading spaces, such as the New Student Centre, designed for students to immerse themselves in our learning environment. We are taking a whole new approach to building – every new space is thoughtfully designed with its users in mind to ensure long-term value and futureproofing.

Staff benefits

We offer a comprehensive benefits package, including generous annual leave, enhanced maternity, paternity and adoption pay, a relocation scheme, season ticket loans, an Employee Assistance Programme and discounts through the NUS Extra card.

The UCL offering

Our benefits package is designed to offer something for everyone, whatever your personal circumstances. Wellbeing is at the heart of our package and UCL is a pioneer when it comes to family-friendly benefits. For example, we offer one of the most generous paternity leave entitlements in the sector. We are always listening to staff feedback about our benefits, particularly through the biennial Staff Survey, and have introduced the purchase of additional annual leave due to popular demand.

We are also committed to considering applications on a part-time, flexible or job share basis wherever possible.

Furthermore, with UCL covering a vast range of degrees and disciplines, and as the UK's second largest university by student headcount, you will be in a diverse and enriching environment. Becoming part of the UCL community provides access to free Lunch Hour Lectures, exhibitions and museums and collections. UCL employs some of the world leaders in their relevant fields, including several Nobel Prize winners – so there truly is potentially unrivalled access to the very best experts in any topic of interest.

83% of staff would recommend UCL as a good place to work and 86% are proud to work for UCL.

Highlights

o   A generous leave entitlement, including 27 days annual leave, six closure days plus statutory holidays. Carers' leave and unpaid leave are also available, as well as the opportunity to carry five days over each year.

o   From day one: enhanced maternity, adoption and shared parental leave and four weeks paid paternity/partners leave.

o   A one-term gender equality sabbatical for academics returning from maternity leave – to catch up on their research without teaching load.

o   A workplace nursery with limited places.

o   An excellent pension scheme, with an 18% employer contribution (USS) and a 16% employer contribution (SAUL).

o   Season ticket loans and a cycle scheme.

o   The option to purchase an NUS Extra card for a range of discounts.

o   A free programme of training courses and development opportunities run at UCL, a study assistance scheme to help fund external professional development and free library access for all staff. Discounts on evening language courses are also offered.

o   Health and wellbeing benefits including an Employee Assistance Programme and discounted medical insurance.

Professor and Head of UCL Department of Security and Crime Science

UCL invites applications for the role of Professor and Head of the UCL Department of Security and Crime Science. To fill the role, we are looking for individuals of international standing with a background in leading edge research obtained in university or in an advanced role in industry or the policing and security sector.

The successful candidate will have an outstanding track record and an orientation to academic and strategic management. We are looking for a leader with a clear vision for research and education in the discipline of security and crime science. They will be a strong strategist, an excellent leader, and an effective manager of people and complex relationships. They will have the ability to work as part of a strong and collaborative Faculty team.

Appointment to the role of Professor is a permanent position. Appointment to the role of Head of Department is offered for a term of 5 years in the first instance, with the potential for renewal of a further term.

We will consider applications to work on a part-time, flexible and job share basis wherever possible. For applicants that wish to apply as a job share, please note that both candidates will be required to fully complete their application separately. If they are invited to interview, they will also attend this separately.

The Department of Security and Crime Science is one of ten academic Departments in the Faculty of Engineering Sciences. It is the first university department in the world devoted to reducing crime and other risks to personal and national security through the discipline of crime science. The department's multidisciplinary research spans across the social and physical sciences and has a strong focus on working with policymakers and practitioners to create real world impact. Current research specialisms include crime reduction, spatial crime analysis, cybercrime, forensic science, policing, human trafficking & exploitation, terrorism & organised crime and future crime. The department's teaching programmes are based around the need to develop sophisticated analytical techniques and evidence-based strategies to understand, detect and counter crime and security vulnerabilities. Further information about the Department and the Faculty of Engineering is available via these links: https://www.ucl.ac.uk/security-crime-science/ and http://www.engineering.ucl.ac.uk/

The full list of duties and responsibilities for Heads of Department are available in UCL's Academic Manual at chapter_12_duties_and_responsibilities_2024-25.pdf

Conditions of Service for Academic Staff are available at https://www.ucl.ac.uk/human-resources/policies/2024/aug/conditions-service-academic-staff

Further information regarding professorial salaries can be found here: Professorial Banding Structure 2024/2025 | UCL Human Resources - UCL – University College London

Further information regarding the four professorial bands can be found here: Professorial staff re-banding | UCL Queen Square Institute of Neurology - UCL – University College London

JOB DESCRIPTION AND ROLE RESPONSIBILITIES

General

The Head of Department is responsible to the Council of UCL, via the Dean of the Faculty of Engineering Sciences, and the Provost, for the organisation and general conduct of the Department. S/he is expected to participate in teaching, examining and administration, and to pursue research.

The main purpose of the role of Head of Department is:

1. To provide strategic leadership and management of the Department and contribute to the delivery of strategic objectives of the Department, Faculty and UCL.

2. To determine and implement the Department's strategic operating plan.

3. As a member of the Dean's Faculty Leadership Team, proactively contribute and lead on Faculty and UCL initiatives.

4. To be responsible for the implementation and general overview of processes within the Department to ensure the educational progress and welfare of students registered within the Department.

The Head of Department should provide academic leadership within the Department; ensure it plays a key role in the Faculty's strategy; be responsible for the implementation of Faculty and UCL policy within the Department; and manage the staff and resources of the Department in a manner consistent with UCL policy.

The Head of Department will need to work effectively with the other Heads within the Faculty, to realise and achieve an ambitious strategy for Engineering at UCL through a shared vision, openness and transparency, and facilitation of interdisciplinarity.

S/he will establish and maintain key working relationships with:
- Staff and students within the Department
- Faculty Dean
- Faculty Director of Operations
- Faculty Director of Education & Student Experience
- School Finance Director
- Vice-Deans of Faculty
- School-facing Business Partners within Professional Services Divisions (Finance, Human Resources, Estates, Research, Enterprise, Registry)
- Peers across the Departments of the Faculty and UCL
- External funding agencies and industrial and institutional partners.

Key responsibilities include the following:
Strategic Development and Planning

1. To advise and lead on academic matters (strategic developments, research initiatives and research funding bids, Research Excellence Framework (REF) submissions etc.
2. To lead on the annual budgeting cycle and prepare budgetary submissions in consultation with the Departmental Manager and other senior colleagues and key faculty and School personnel.
3. To proactively develop strategic alliances with other relevant organisations.
4. To develop and maintain effective working relationships with key senior internal and external partners
5. To work in partnership with the Dean and other senior colleagues with the highest level of knowledge and understanding of the department's business.

Leadership and Staff Management

1. To participate in the strategic management of the Faculty as a member of the Dean's Faculty Leadership Team.
2. To be responsible for the effective management and performance of staff within the Department, in accordance with UCL's Core Behaviours Framework.
3. To ensure the completion of appraisals for all staff within the Department and undertake the annual appraisals of direct line reports, in accordance with UCL's performance management framework.
4. To review and report annually on probationers' progress and performance in respect of academic staff, and review the probationary service of non-academic staff, in accordance with UCL induction and probation procedures.
5. Pro-actively identify academic talent, both internally and externally, in pursuit of the academic vision of both the Department and Faculty and ensure the retention of high performing staff.
6. Advise the Dean of Faculty on Senior Academic Promotions.
7. Participate in appointments to all academic positions within the Department.
8. To participate in the strategic management of UCL as a member of the Provost's Leadership Forum, attending termly meetings.
9. To ensure that the committee structure and governance of the Department is aligned with that of the Faculty and UCL.
10. To work closely with the Departmental Manager and Faculty Director of Operations to develop, agree and maintain an appropriate professional and technical staffing structure within the Department.
11. To work with academic and non-academic managers to ensure that all staff within the department are well managed and motivated and have opportunities for development.
12. To ensure that staff and students are appropriately advised in order to ensure compliance with UCL policies and procedures affecting them.

Education

1. To ensure that the Department continues to deliver a suite of academically excellent, viable and competitive degree programmes at all levels.

2. To ensure that the Department provides an appropriate learning environment to fully optimise the student experience.
3. To ensure appropriate levels of support in accordance with UCL and Faculty policies for the academic progression and welfare of students registered within the Department.

Research, Enterprise and Knowledge Transfer

1. To champion research in the Department, fostering cross disciplinary research across the Department, Faculty and UCL.
2. To establish and sustain a research strategy to ensure that is meets the expectations of UCL in terms of international research excellence and fulfils the criteria of relevant external assessments of UK universities.
3. In liaison with the Vice-Dean Research and Vice-Dean Health, to ensure that the Department's academic vision is in line with the Faculty's research strategy. To take the lead for research governance and the associated procedures.
4. In liaison with the Vice-Dean Enterprise, to ensure provision of and support of CPD and Enterprise activities.

Finance / Resource Management

1. Working with the Dean of Faculty, the Head of Department is responsible for the overall planning and implementation of the Department's budget and the achievement of agreed budgetary targets.
2. Working with the Departmental Manager and School Finance Team, to set budgets, monitor in-year expenditure and communicate positions within the Department to ensure that annual financial performance targets are met.
3. Responsible for ensuring educational activities and new developments within the Department are supported by sound financial planning and based on firm business plans in accordance with the UCL approved procedures and Financial Regulations.
4. Responsible for delivering a sufficiently diverse portfolio of activities to promote financial resilience.
5. In consultation with the Dean of Faculty and in accordance with the Faculty's estates plan, to lead on the development of business cases, for example the acquisition of new space, in conjunction with the Faculty Director of Operations and Estates' Business Partners.
6. To manage the Department's estate footprint in conjunction with the Departmental Manager.

Equality and Diversity

1. To be accountable for meeting departmental equality and diversity objectives and providing visible leadership on the delivery of an effective annual diversity action plan in accordance with the Faculty Action Plan.

Communications and marketing

1. To establish appropriate channels of communication within the Department, promoting a common sense of purpose and collegiality, and working in tandem with Faculty and UCL communications and marketing provision.

Safety and Environmental Sustainability

1. To demonstrate commitment to UCL's published Health and Safety and Environmental Sustainability Policies by making, recording and ensuring the implementation of arrangements to meet the policies and UCL requirements.
2. To ensure that the Departmental arrangements will be implemented to meet UCL requirements for Safety and Environmental Sustainability.
3. The Head of Department will be responsible to the Provost, through the Dean of the Faculty, for ensuring that the activities of the Department, whether undertaken on UCL premises or elsewhere, comply with Health and Safety legislation and UCL policy.

Other Duties

1. Promote good working practice throughout the Department and champion UCL management competences.
2. Committee serving as required. Contribute to Institutional and Faculty meetings, committees and working parties.
3. Engage with the Office of Vice Provost Advancement to identify and pursue fundraising opportunities.
4. Act as an ambassador for the Department and Faculty, both within the institution and with funders and other external stakeholders, seeking opportunities to enhance the business of the Department and the Faculty.
5. Responsible for the maintenance of the business continuity of the Department and for working with UCL's major incident team in the event of a major incident or emergency at UCL. This will require being contactable, if necessary, outside working hours.
6. Any other duties commensurate with the grade, spirit and purpose of the post as requested the Dean of Faculty.

This job description reflects the present requirements of the post, and as duties and responsibilities change/develop, the job description will be reviewed and be subject to amendment in consultation with the post holder.

The post holder will actively promote UCL equalities and diversity policies and be expected to give consideration within their role as to how they can actively advance equality of opportunity and good relations between people who share a relevant protected characteristic and people who do not share it.

PERSON SPECIFICATION

The successful applicant will be of international standing and have a strong track record in research and teaching, together with experience of running research and teaching programmes, academic management and strategic planning. She/he will need to demonstrate competencies required for the effective management and performance of staff within the Department in accordance with UCL's Core Behaviours Framework. In addition, s/he will meet the following criteria:

	Essential	Desirable
Qualifications, Knowledge & Experience		
• Educated to PHD Level	E	
• Knowledge of UK University Teaching, Research administration and funding	E	
• Demonstrable evidence of academic leadership and a proven ability to lead, develop and motivate colleagues to achieve departmental and faculty goals	E	
• Demonstrable experience of managing resources and risk effectively, including budgets, staff and estates, within the statutory and regulatory policies of the organisation	E	
• A successfully established international research and academic profile with a track record of publications in high quality peer reviewed journals.	E	
• Track record of successful applications for external research grant funding	E	
• Leadership and management Training		D
• Experience of leading or contributing to committees or working parties		D
Skills and/or Abilities		
• Proven leadership in the development of undergraduate and postgraduate teaching, showing a commitment to innovative education practices with the aim of providing students with the best support, facilities and opportunities.	E	
• Ability to demonstrate effective negotiation skills to work with and through others	E	
• Outstanding written and oral communication, interpersonal and negotiation, influencing and relationship building skills. An ability to adapt communication style to meet the needs of the audience and message.	E	
• Ability to contribute effectively to corporate strategy and to promote corporate values and objectives both internally and externally.	E	
Leadership & Management Competencies		

• A proven capacity to spot, create and seize opportunities for development.	E	
• Decisiveness and a results orientation, allied with an ability to encourage participation, responsibility and accountability.	E	
• The ability to delegate and evidence of working in successful teams.	E	
• A collegial and inclusive approach to management and a commitment to good internal and external communication.	E	
• Good planning skills allied to well-developed analytical and problem-solving skills.	E	
• The ability to build positive relationships with colleagues, student representatives and (where appropriate professional bodies).	E	
• The ability to be persuasive, promoting a positive image of the Department and enhancing its representation.	E	
• Good listening, influencing and advocacy skills	E	
• A strong, clear vision for accelerating progress on equality and diversity.	E	
Other requirements		
• Commitment to UCL's equality and diversity strategy and the ability to work harmoniously with colleagues and students of all cultures and background	E	
• A commitment to academic ideals in teaching, research, knowledge transfer and pastoral care.	E	
• Ability to exercise tact and discretion and display a professional attitude towards colleagues, students and others.	E	
• Promote UCL's values and corporate objectives to colleagues and externally to UCL	E	

UCL is being assisted in this appointment by the executive search firm Society. Applications should consist of a CV and covering letter, which should be submitted via this link: https://www.society-search.com/umbraco/preview/?id=4548

The deadline for receipt of applications is midday Thursday, 27 February 2025.

Shortlisted individuals will be asked to present to the department on Thursday, 27 March 2025, ahead of formal panel interviews on Friday, 28 March 2025. Ideally, the preferred candidate will start in October 2025.

For a confidential discussion, please reach out to Alyce Brogan on alyce.brogan@society-search.com or +44 (0) 20 3653 0475.