

# RESOURCING/ Additional Information



## Kent Business School

Kent Business School is an international Business School, with a global reputation for delivering research and teaching excellence. We are proud to be part of a selection of global business schools worldwide to hold double-accredited status (AACSB and AMBA) and one of the leading Universities in the UK for academic research (in the REF2014 we ranked 17th for research intensity) and business engagement (gained the Small Business Charter Award in 2018). Our commitment to gender equality was recognised by our 2020 Athena SWAN bronze award.

As a dual-intensive Business School, our distinctiveness comes from a forward-thinking approach to business education. We place sustainable innovation at the heart of our educational outlook, underpinned by world-class research. We are interdisciplinary by nature, bringing innovative solutions to real world issues. We are integrated into the local business community as a hub for knowledge creation and exchange. We are proud that our industry collaborations and global partnerships benefit students, businesses and the community.

Our students are well equipped to drive positive change and thrive in a dynamic world by knowledge, confidence and resilience developed as part of our distinctive educational experience, and from their interaction with staff and industry.

We are an open and diverse place for discourse and debate where everyone is treated with respect and appreciation. We acknowledge difference, and our spaces allow for co-creation and interdisciplinarity to design innovative solutions to real world challenges.

We strive for excellence in all we do and work actively to create a supportive environment that empowers our students and staff to fulfil their potential. We are committed to make a real difference and contribute to the economy, environment and society locally, nationally and internationally.

Kent Business School is one of six academic Divisions within the University of Kent. The School has 2388 students and 137 staff. We offer a strong and growing portfolio of undergraduate, postgraduate taught and research programmes on our two campuses in Canterbury and Medway. The School also delivers part of its MBA programme in Brussels and Paris.

We are investing in our programmes, staff, and facilities. In Canterbury, Kent Business School moved into their new home 'Sibson' in early 2017. The state-of-the-art building with new teaching and learning rooms and modern social and breakout areas, encapsulate the School's academic values and identity.

In Medway, Kent Business School re-located to the Historic Dockyard, occupying the 'Sail and Colour Loft'. Here, modern learning facilities feature within an iconic historic building forming inspiring learning spaces.



## Research

We are a forward-looking Business School with an international reputation for excellence in sustainable innovation delivering research that makes a difference to our wider communities, economy, culture and the world at large. We strive to create an inspirational and inclusive environment for knowledge creation and the pursuit of research and innovation excellence and impact.

The School has successfully build on the strong research-quality profile reflected by our REF2014 results with more than half of the School's research activity (67%) being classified as 'world leading/internationally excellent' (3\* and 4\*). Our researchers are recognised for their contributions to a range of fields. In Ioannidis' 2020 Stanford University Report, seven KBS staff were ranked in the Top 2% of Scientists in the World.

Our strategic priority is to continue to develop the School's research excellence and impact by appointing new, especially senior, staff and through developing the potential of our current staff. We expect our senior faculty to be enthusiastic and entrepreneurial research leaders who set an example for colleagues throughout the School. The academic governance structure and research centres support this development, in particular, the consolidation and extension of theme-based research and the parallel development of department-based research strategies.

The School academic structure consist of four Academic Departments:

- Department of Accounting and Finance
- Department of Analytics, Operations and Systems
- Department of Leadership and Management.
- Department of Marketing, Entrepreneurship and International Business

We encourage collaboration across departments and welcome the contributions of new faculty members to take an active role in shaping the research agenda in their subjects as well as cross-cutting themes, such as sustainability, innovation and enterprise. We are keen to collaborate across disciplines and subject areas with a view to demonstrate impact. Where appropriate, we seek to complement our strengths by actively developing partnerships inside and outside the University. The School is also keen to increase its research and consultancy income – an area to which the new post holder is expected to make a contribution.

## Learning and Teaching

At Kent Business School we see ourselves as a research-led School where teaching and research are interconnected and mutually enriching. We feel strongly about delivering an outstanding and distinctive student-centred educational and student experience and are looking to recruit likeminded scholars who feel passionate about teaching. The University and Kent Business School have repeatedly demonstrated excellence in learning and teaching. For example:

- The University of Kent was awarded a gold rating, the highest, in the recent UK Government's Teaching Excellence Framework (TEF)
- In the 2021 Complete University Guide, Kent Business School was ranked 9<sup>th</sup> nationally and 2<sup>nd</sup> for Graduate Prospects for Marketing.

- We are in the top 201-250 globally for Business and Economics in the Times Higher Education (THE) World University Rankings (2021).

The School has a strong portfolio of taught programmes that attracts a considerable number of highly qualified students. Currently, we offer a comprehensive set of undergraduate programmes covering Accounting and Finance, Business and Management, Finance & Investment, Management, Marketing as well as International Business. Most of our programmes are accredited by the relevant professional bodies. All our programmes have achieved high employability ratings, which is also the result of a highly successful Year in Industry scheme.

At postgraduate level the School offers an MBA programme in full-time and executive modes, Masters programmes in Management and International Business and Management as well as specialist MSc's in Business Analytics, Digital Marketing and Analytics, HRM, International HRM, Logistics and Supply Chain Management, and Marketing. The School also offers an MSc in Finance which offers pathways in; International Accounting, International Banking and Finance, Finance and Management, Finance, Investment and Risk and Financial Markets. The School has also established successful dual award programmes with Hong Kong Baptist University.

We are seeking to develop further this strong portfolio and launch new, attractive programmes of study, working together with other Schools and international partners.

### **Business, Partnerships, Entrepreneurship and Employability**

As one of the UK's leading business schools, we form strong partnerships with individuals, companies and organisations to develop their performance. With an emphasis on enterprise and sustainability, we aim to offer solutions to business challenges and share expertise in the form of consultancy, executive education, research partnerships and networking opportunities.

KBS prides itself in its student talent and developing employable graduates is part of our mission and an area of considerable success for the School. At KBS there are a number of initiatives and activities to support student employability. Our Year in Industry student placement scheme has proved to be an important feature, driving significant student growth in recent years.

Our ASPIRE project (Accelerator Space for Innovation and Responsible Enterprise) provides essential resources for student entrepreneurs including start-up acceleration support informed by the latest research into innovation and enterprise and easy access to mentors and investors. This supports the University of Kent's entrepreneurial talent development and significantly contributes to a culture of entrepreneurship.

For further details, please visit: [www.kent.ac.uk/kent-business-school](http://www.kent.ac.uk/kent-business-school)

### **About the University of Kent**

The University of Kent is a leading UK university producing world-class research, rated internationally excellent and leading the way in many fields of study. Our 20,000 students are based at campuses and centres in Canterbury, Medway, Athens, Brussels, Paris, Rome and Tonbridge.

With 97% of our research judged to be of international quality in the most recent Research Assessment Framework (REF2014), our students study with some of the most influential thinkers in the world. Universities UK recently named research from the University as one of

the UK's 100 Best Breakthroughs of the last century for its significant impact on people's everyday lives.

We are renowned for our inspirational teaching. Awarded a gold rating, the highest, in the UK Government's Teaching Excellence Framework (TEF), we were presented with the Outstanding Support for Students award at the 2018 Times Higher Education (THE) Awards for the second year running.

Our graduates are equipped for a successful future allowing them to compete effectively in the global job market. More than 95% of graduates find a job or study opportunity within six months.

Known as the 'UK's European university', our international outlook is a major focus and we believe in our students developing a global perspective. Many of our courses provide opportunities to study or work abroad; we have partnerships with more than 400 universities worldwide and are the only UK university to have postgraduate centres in Athens, Brussels, Paris and Rome.

The University is a truly international community with over 40% of our academics coming from outside the UK and our students representing over 150 nationalities.

We are a major economic force in south east England, supporting innovation and enterprise. We are worth £0.9 billion to the economy of the south east and support more than 9,400 jobs in the region.

In March 2018, the Government and Health Education England (HEE) announced that the joint bid by the University of Kent and Canterbury Christ Church University for funded places to establish a medical school has been successful. The first intake of undergraduates to the Kent and Medway Medical School will be in September 2020.

We are proud to be part of Canterbury, Medway and the county of Kent and, through collaboration with partners, work to ensure our global ambitions have a positive impact on the region's academic, cultural, social and economic landscape.

Website: [www.kent.ac.uk](http://www.kent.ac.uk)

<b>Application Process:</b>	<p>Applications must be made via the University's online application system. You will be required to fill in the main details section of the application form as well as upload your CV and a cover letter. Your cover letter should clearly and explicitly address the requirements of the Person Specification and you should provide clear evidence and examples in your application which back-up any assertions you make in relation to each criterion. We recommend a maximum of 4 x A4 sides for this document.</p> <p>Copies of certificates for qualifications you have stated you have achieved in your application will be requested at offer stage; in particular, those that were deemed as essential for the post.</p> <p>The link to the application procedure can be found by returning to the position details page and clicking on 'click here to apply for this job'. Applications must be received by <b>midnight</b> on the closing date and unfortunately late applications cannot be accepted.</p>
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	<p>If you are invited to attend an interview we will contact you by email confirming the arrangements. If you are not successful at the shortlist stage, we will also contact you by email to let you know.</p>
<b>Feedback:</b>	<p>Due to the large number of applications we receive, we are unable to provide feedback at shortlisting stage. We will provide feedback, if requested, following an interview.</p>
<b>Presentation:</b>	<p>Most Academic posts will involve a presentation as part of the interview process. Full details will be confirmed to you by email.</p>
<b>Job Share:</b>	<p>Applications to job-share this post are welcomed. If you wish to apply on a job-share basis indicate this on your application and include:</p> <ul style="list-style-type: none"> <li>▪ If you are applying as part of a job-share team (please give name of sharer) or as an individual.</li> <li>▪ The proportion of the job you would wish to work, expressed as a percentage.</li> <li>▪ Whether you would be interested in the job on a full-time basis if a suitable sharer does not come forward.</li> </ul>
<b>Disability Confident Employer:</b>	<p>The Two Ticks scheme has been replaced by the “disability confident” scheme.</p> <p>As users of the disability confident scheme, we guarantee to interview all disabled applicants who meet the essential criteria for our job vacancies.</p> <p>If you have a disability and require information regarding accessibility of our campus facilities please visit:  <a href="http://www.disabledgo.com/en/org/university-of-kent">http://www.disabledgo.com/en/org/university-of-kent</a></p>
<b>Equality, Diversity and Inclusivity:</b>	<p>All University staff are expected to be aware of, comply with, and support the University’s policies with regards to ensuring and promoting equality, diversity and inclusivity. Relevant training and development should be undertaken, as required.</p> <p>Further information about EDI is available from the University’s website at:  <a href="http://www.kent.ac.uk/hr-equalityanddiversity/">http://www.kent.ac.uk/hr-equalityanddiversity/</a></p>
<b>UK Visa and Immigration:</b>	<p>The University of Kent is unable, under current immigration law, to employ candidates who are not eligible to live and work in the UK. For eligible roles, we can apply for a Certificate of Sponsorship (although there is no guarantee that this will be granted). This is on the basis that the criteria for such applications have been met by the individual and the University.</p> <p><b>PLEASE NOTE</b> - If you require/hold a visa to work in the UK, it is your responsibility to check the Home Office website to ensure that you understand the rules and the documentation required. It is also important to note that the rules concerning visas are changed and/or amended regularly including the introduction of a new Points-Based System from January 2021 which will treat EEA and non-EEA citizens equally.</p> <p>The Home Office website is:  <a href="https://www.gov.uk/government/organisations/uk-visas-and-immigration">https://www.gov.uk/government/organisations/uk-visas-and-immigration</a></p>

<p><b>Salary Scale:</b></p>	<p>Employees will usually receive annual standard progression (automatic) increments until the top of the standard progression scale is reached. In addition, there is normally a nationally agreed annual cost of living salary increase. Further discretionary salary awards are available on the basis of performance.</p> <p>For new employees to the University, the first spine point of the grade is usually offered, unless otherwise agreed. The scale (i.e. top and bottom spine points, excluding discretionary points) appears on the advert and the Job Description. New employees appointed after 30 April qualify for standard progression on 1 October the following year.</p> <p>Successful internal candidates on the same grade will transfer on their current spine point and the annual increment will not be affected. For those moving to a higher grade, the first spine point of the new grade will be offered.</p> <p>Staff paid on the Professorial or Senior Professional Staff Pay Scales will receive an annual invitation to apply for an additional salary award.</p>
<p><b>Annual Leave:</b></p>	<p>Whilst there is no prescribed holiday entitlement for Academic/Research staff, a notional figure of 43 days per annum is applied (pro rata for part time staff); 8 of these days are reserved for bank/public holidays and 5 are 'customary' days when the University closes at Christmas.</p>
<p><b>Post Graduate Certificate in Higher Education:</b></p>	<p>Post Graduate Certificate in Higher Education: Depending on qualifications and experience, there may be a requirement to register for, and complete the Kent Post Graduate Certificate in Higher Education. This part time 60 credit, Masters level programme is specifically designed for academic colleagues who embark on a research and/or teaching career in Higher Education, and consists of two core modules:</p> <ul style="list-style-type: none"> <li>▪ An introduction to Learning, Teaching and the Academic Environment</li> <li>▪ Critical Perspectives on Academic Practice</li> <li>▪ Plus two modules of choice from a range of seven.</li> </ul> <p>The department is expected to take the commitment to this programme into account when allocating the workload and a departmental mentor is assigned until completion.</p> <p>The programme is accredited by the Higher Education Academy which ensures this Kent qualification is portable across the British HE sector. If you already have a teaching qualification or substantial experience of research and/or learning and teaching in their broadest sense, you may be eligible for exemption from parts of the programme.</p> <p>To find out more about the programme, please refer to the website: <a href="http://www.kent.ac.uk/teaching/qualifications/index.html">http://www.kent.ac.uk/teaching/qualifications/index.html</a></p>
<p><b>Probation:</b></p>	<p>The normal academic period of probation for newly appointed academic staff will be three years. You will be sent more information about this at point of offer.</p>
<p><b>Pension:</b></p>	<p>You will be contractually enrolled to become a member of USS (Universities Superannuation Scheme).</p>

	<p>Staff enter the USS Retirement Income Builder, which is a type of defined benefit pension scheme where benefits are based on each year's salary throughout your period of membership (on a Career Revalued Benefits basis). You will pay a monthly contribution equal to 9.6% of salary, while the University contributes 21.1%.</p> <p>You will also gain access to the USS Investment Builder, a defined contribution section where benefits at retirement are based on the contributions made by you and the University and the performance of the funds that your contributions are invested in. All members will have the option to join this section in addition to the USS Retirement Income Builder, whilst earners above the salary threshold of £58,596 p.a. will join automatically and pay core contributions above the salary threshold into this section.</p> <p>Staff who join USS will automatically become a member of Pensions<i>Plus</i>, a salary exchange arrangement offered by the University. Members agree to give up the part of their gross basic salary that they would otherwise contribute to the pension scheme and in exchange, the University will make the same level of pension contribution on their behalf. Take-home pay is therefore increased due to a reduction in payment of National Insurance contributions. Full details of Pensions<i>Plus</i> can be found at: <a href="http://www.kent.ac.uk/human-resources/pensions/Pensionsplus">www.kent.ac.uk/human-resources/pensions/Pensionsplus</a></p> <p>If you elect to opt out of the pension scheme as soon as you join, you may be auto enrolled immediately. You may also be auto enrolled on our re-enrolment date which is every three years. Please see the link below for more information on auto enrolment: <a href="https://www.kent.ac.uk/human-resources/pensions/auto-enrolment.html">https://www.kent.ac.uk/human-resources/pensions/auto-enrolment.html</a></p> <p>For general scheme information see: <a href="http://www.kent.ac.uk/human-resources/pensions/USS-home.html">http://www.kent.ac.uk/human-resources/pensions/USS-home.html</a> or the USS website: <a href="https://www.uss.co.uk/members/members-home/the-uss-scheme">https://www.uss.co.uk/members/members-home/the-uss-scheme</a></p>
<p><b>Work Life Balance:</b></p>	<p>The University recognises that staff have responsibilities and interests that have to be balanced with working life. It is the University's aim to create a well-managed, flexible working environment that supports staff and their families, promotes welfare, maintains working practices and provides a productive balance between work and life outside work. Operational needs must be taken into account, but managers are encouraged to be innovative in organising their team and respond positively to requests to alter working patterns to enable staff to fulfil more effectively their professional and personal commitments.</p>
<p><b>Childcare:</b></p>	<p><b>Oaks Day Nursery (Canterbury Campus):</b>  The Oaks Nursery based at the Canterbury Campus is an excellent benefit for staff and a great asset to the University.  Places are offered on a first come first served basis and baby places are particularly limited so staff may wish to make contact as soon as their pregnancy is confirmed.  For more information: <a href="https://kentunion.co.uk/oaks">https://kentunion.co.uk/oaks</a></p> <p><b>Medway Campus:</b></p>

	<p>There is no University run day nursery at the Medway Campus, however the closest nursery to the campus is run by Busy Bees. For more information: <a href="http://www.busybeeschildcare.co.uk/nursery/chatham">http://www.busybeeschildcare.co.uk/nursery/chatham</a></p> <p>In October 2018 the Government launched a new Tax-Free Childcare scheme; new members of staff may now be able to get tax-free childcare paying up to £500 every 3 months (£2,000 per year) for each child to help with childcare costs. See <a href="https://www.gov.uk/help-with-childcare-costs/tax-free-childcare">https://www.gov.uk/help-with-childcare-costs/tax-free-childcare</a> for further information.</p>
<p><b>Nursery Salary Exchange Scheme:</b></p>	<p><b>Nursery Salary Exchange Scheme</b> Workplace Nurseries are childcare facilities provided by an employer and which are offered to employees, through a tax efficient salary sacrifice scheme. The Workplace Nursery Salary Exchange Scheme (for users of the Oaks Nursery on Canterbury Campus) enables eligible staff to opt to receive a lower salary – a salary exchange – in return for the University paying an equivalent amount of his/her nursery fees, via an amendment to contract. This arrangement means staff agree to receive a lower amount of gross pay and in return will be provided with free (or part thereof) workplace nursery places.</p>
<p><b>Travel Expenses and Relocation:</b></p>	<p><b>Travel Expenses</b> Travel between an employee's home and their normal place of employment (as specified in the contract of employment) is private travel and will not be reimbursed by the University. Employees who spend time working at home but otherwise have a place of work at a University location must also treat travel to and from that location as a private journey. Employees whose contract of employment specifies that their place of work is their home address, but occasionally visit a University location, may treat the travel as a business journey. This should be taken into consideration before accepting the role and salary on offer.</p> <p><b>Relocation</b> To support our aim to attract excellent people to Kent, the University offers comprehensive and flexible assistance to those looking to relocate. Relocation expenses can be made available for those who have to move to the vicinity of a University Campus to a post, which is tenable for two or more years, and a Grade 7 or above.</p>