**Application to change career track to:**

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| Assistant Professor – Research and Teaching Level 5 (extended level) |

**Section A: Role holder’s Details (to be completed by the Head of School/Department)**

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| **Role holder’s Name:** |  | **School/Department:**  |  |
| **Current Role and Job Title:** |  |
| **Primary focus of the current role****Please 🗸 the appropriate box to indicate the main focus of the current role**1. Focus of the role is on a combination of research and teaching
2. Focus of the role is mainly research
3. Focus of the role is mainly teaching and learning
4. Focus of the role is mainly supporting research and/or teaching
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| **Teaching Qualifications**Please give details of teaching qualifications or credits towards teaching qualifications such as a PGCHE. |
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| **Qualification** | **Number of credits** | **Date awarded** |
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| **Tick to confirm current CV attached** | **󠄀** |
| **Requested effective date of change** |  |

**Section B: Supporting Information (to be completed by the Head of School/Department)**

**Note: It is not expected that the role holder meets all the criteria.**

Please describe the role holder’s contribution to the area or areas of activity in B1, B2, B3 and B4.

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| **B1 World Changing Research** |
| * Please describe if the individual has published research, which demonstrates an upward trajectory in terms of research quality at internationally excellent standard. A scholarly output which includes a significant contribution to a minimum of 4 publications in the most recent 6 year period with two at 3\* and with none of these below 2\* (REF equivalent to be judged against national criteria), a monograph may substitute for two publications.
* Please describe if the individual has contributed to a significant grant (eg RCUK, EU and/or other grants) and any involvement in PGR and research supervision.
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| **B2 Excellence in Education - Teaching & Learning** |
| * Excellence in teaching and learning is a pre-requisite for this role. SET scores are expected to be in the upper quartile for the School and should be included in this section.
* Please describe the role holder’s teaching at various levels, for example, undergraduate, postgraduate, access. This could include continuous professional development - CPD provision as judged by evaluation methods including excellence in student feedback (SET scores), peer review, internal and external awards e.g. Dearing awards.
* Please describe how the role holder has applied an enhancement-based approach to teaching, supporting student learning or assessment eg use of inquiry based approaches, effective assessment procedures, effective use of technology to innovative curriculum development e.g. to promote retention, enhance employability, develop graduate attributes.
* Please describe how the role holder has contributed to any major initiatives in the growth of Undergraduate or Postgraduate numbers resulting in new income streams.
* Please describe the role holder’s sustained record of design and marking of assessments with effective and timely feedback to students.
* Please describe any significant contribution to curriculum design and development of own modules and any contribution to wider module/course development.
* Please describe any engagement in quality enhancement theme networks to support disciplinary and/or generic improvements in the quality of learning and teaching.
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| **B3 Engaging with Business/External Stakeholders - Knowledge Exchange** |
| * Please provide details of a sustained track record of success in knowledge exchange to improve the performance of business and wider stakeholders, as illustrated by research and teaching contracts, IP commercialisation and/or consultancy income.
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| * Please outline any collaborative and contract research involving commercial partners and other stakeholders.
* Please outline any exploitation of research through the licensing of Intellectual Property (IP) or the development of commercialisation vehicles and spinout companies.
* Please outline any provision of services rendered, for example, delivery of Continuous Professional Development (CPD) and consultancy activity delivery on behalf of the University.
* Please provide evidence of engagement with translational programmes and funding available from the HEFCE (eg HEIF funding of Hermes scholarships and Research Priority Group Funding), research councils (eg ESPRC Accelerating Impacts Awards of BBSRC Sparkling Impact Awards) and other funders (eg TSB Knowledge Transfer Partnerships, ERDF funded SME engagement and support programmes).
* Please outline any communication of research results to the public or public bodies leading to changes in practice/policy.
* Please outline any public and/or cultural engagement and engagement with policy development leading to knowledge transfer or cultural exchange.
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| **B4 University & Academic Service - Leadership & Management** |
| * Please describe the sustained performance of academic administrative duties, either within or on behalf of the subject and or/School, eg course leadership.
* Please describe involvement/service within the wider subject community e.g. Widening Participation, Marketing events, committee service, student guidance/pastoral care/ and or the professional arena outside the University.
* Please describe any guidance, advice and coaching to junior colleagues and/or support staff and possible team supervision of a team including where appropriate effective delivery of Personal Development & Performance Review (PDPR).
* Please describe the contribution to subject/school strategy in relation to research/teaching.
* Please provide evidence of research project management responsibility.
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**Section C: Approval and supporting information (to be completed by the Head of School/Department)**

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| **C1** **Do you support this application to change career track**  | **Yes** |  | **No** |  |  |
| (Please 🗸) |  |  |  |  |  |
| **C2 Please confirm that the proposed change of career path fits and benefits the academic area and objectives. Considerations should include the strategic/operational need for this role, the impact on students and/or research, any budget and/or funding implications and the potential impact on REF, HESA, HEFCE.** |
|  |
| **Name:** |  | **Date completed:** |  |

**Section D: Approval and supporting information (to be completed by the Faculty Pro-Vice-Chancellor)**

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| **D1 Do you support the application change career track** | **Yes** |  | **No** |  |  |
| (Please 🗸) |  |  |  |  |  |
| **Please give your reasons for supporting or not supporting the application and any further supporting information.** |
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| **Name:** |  | **Date completed:** |  |