

## RECRUITMENT PACK

This document includes the following information:

- Job Description
- Person Specification
- Additional information

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### Making an application:

**Please complete the short on-line application form and attach the following 5 documents:**

- a) A covering letter setting out how you meet the requirements of the role as set out in the person specification.
- b) A full curriculum vitae (CV) including any publications. You should provide information on the range and content of your teaching and supervision experience, as well as on curriculum development. You should also specify your 4 most significant papers published within the past 5 years (or an equivalent number appropriate to being an early career researcher). Applicants from within the UK should indicate which publications have been submitted to the REF 2014 and any assessment of the rating for each piece of work; For more information about the REF visit [www.ref.ac.uk](http://www.ref.ac.uk)
- c) An education statement of no more than two sides of A4 setting out your track record in terms of contribution to pedagogical developments and, where appropriate, the development of professional practice. You should also include a reflective statement on your approach to research-led education and how it draws on pedagogical research. Also indicate how you ensure your continuing professional development as an excellent teacher in higher education.
- d) A research statement of no more than two sides of A4 providing details of your research plans for the next three years. This should include details of books, chapters or papers in progress together with planned publication dates. For journal articles please provide details of target journals and planned submission dates. If you have papers that are currently under review please detail the stage these have reached and the timescale you expect those papers to be accepted for publication. If you have papers that have been accepted for publication but not yet published please provide the date the paper was accepted for publication.
- e) A document of no more than two sides of A4 setting out your three year plan for generating external funding to support your research.

Shortlisting is undertaken by a panel after the closing date on the basis of information provided and failure to upload the requested documents will result in an application being rejected.

A commitment to sustaining an inclusive and diverse community is one of the University's Core Values and we are keen to address any imbalances in our workforce.

The University of Essex is proud to be part of the Disability Confident scheme and is committed to supporting diversity and equality, representative of our inclusive community. As part of our commitment to this scheme any candidate who has a disability and meets all the essential criteria for the role will be offered an interview. We also work in partnership with national disability organisation DisabledGo who provide detailed online access guides to many of our campus buildings and facilities which you may find useful.

Please note: We are only accepting on-line applications for this post. However, if you have a disability that makes it difficult for you to provide us with information in this way, please contact the Resourcing Team (01206-874588/873521) for help.

**Closing Date: 21 January 2018**

**Interviews are planned for: 6 March 2018 (previously 13 February 2018)**



**JOB DESCRIPTION – Job ref REQ01002**

<b>Job Title and Grade:</b>	Professor, Grade 11
<b>Contract:</b>	Permanent, full-time
<b>Hours:</b>	A notional minimum of 36 hours per week
<b>Salary:</b>	On the professorial salary scale and commensurate with skills and experience
<b>Department/Section:</b>	Department of Economics
<b>Responsible to:</b>	Head of Department
<b>Purpose of job:</b>	To research in any area of applied or theoretical economics. To provide high quality teaching in economics at the undergraduate and postgraduate level and to supervise undergraduate projects and postgraduate research. To provide academic leadership and to contribute to the effective administration of the Department.

**Duties of the Post:**

The main duties of the post will include:

1. Researching in any area of applied or theoretical economics and publishing high-quality research in top-ranked peer-reviewed journals.
2. Provide high quality teaching for modules in theoretical or applied economics and providing academic support for students enrolled in those modules.
3. Supervision of undergraduate and postgraduate students' research projects, and providing pastoral support for supervisees as necessary.
4. Supervision of PhD students.
5. Performing assessment and examination duties and, where applicable, supervising graduate teaching assistants.
6. Submission of research grant applications, particularly from funding organisations that pay FEC overheads.
7. Providing research leadership and mentoring junior colleagues in allied fields of research.
8. Actively participating in seminars and workshops; engaging in outreach activities that enhance the profile of the Department.
9. Contributing to the administration of the Department, which might include student recruitment, interviewing applicants, and sitting on departmental committees and Boards of Examiners.
10. In due course taking on senior administrative and management roles in the Department.

***These duties are a guide to the work that the post holder will initially be required to undertake. They may be changed from time to time to meet changing circumstances.***

**Terms of Appointment:**

For a full description of the terms of appointment for this post please visit:

<http://www.essex.ac.uk/hr/current-staff/terms.aspx#>

**October 2017**

**PERSON SPECIFICATION**

**JOB TITLE:** Professor of Economics

**Qualifications /Training**

	<b>Essential</b>	<b>Desirable</b>
• PhD in Economics	<input checked="" type="checkbox"/>	<input type="checkbox"/>

**Experience/Knowledge**

	<b>Essential</b>	<b>Desirable</b>
▪ Internationally recognised leadership in the chosen field of research	<input checked="" type="checkbox"/>	<input type="checkbox"/>
▪ A significant research portfolio with a well-established track record of high-quality publications in top-ranked peer-reviewed journals, with demonstrable evidence of a clear publication plan for submission to future Research Excellence Framework (REF) programmes	<input checked="" type="checkbox"/>	<input type="checkbox"/>
▪ Experience of leadership in attracting significant research funds, such as being a principal investigator on a major research grant	<input checked="" type="checkbox"/>	<input type="checkbox"/>
▪ Demonstrated excellence in delivering and administering teaching at undergraduate and postgraduate level, and experience in developing teaching materials	<input checked="" type="checkbox"/>	<input type="checkbox"/>
▪ Experience in motivating and supervising undergraduate and masters students, and in supervising PhD students to completion	<input checked="" type="checkbox"/>	<input type="checkbox"/>

**Skills/Abilities**

	<b>Essential</b>	<b>Desirable</b>
▪ Skills in academic management and leadership and ability to mentor, motivate and co-ordinate other staff	<input checked="" type="checkbox"/>	<input type="checkbox"/>
▪ Willingness to take on senior management and administrative roles in the Department and to work as part of the departmental management team	<input checked="" type="checkbox"/>	<input type="checkbox"/>
▪ Ability to engage with and motivate students at undergraduate and postgraduate level	<input checked="" type="checkbox"/>	<input type="checkbox"/>
▪ Willingness to contribute to the expansion plans of the department in relation to Economics	<input checked="" type="checkbox"/>	<input type="checkbox"/>

**Other**

	<b>Essential</b>	<b>Desirable</b>
▪ Ability to meet the requirements of the UK 'right to work' legislation*	<input checked="" type="checkbox"/>	<input type="checkbox"/>

\* The University has a responsibility under the Asylum, Immigration and Nationality Act 2006 to ensure that all employees are eligible to work in the UK. Prior to commencing employment, the successful candidate will be asked to provide documentary evidence to this effect. The University may be able to offer Tier 2 Sponsorship for this role. For further information about UK immigration requirements please follow this link <https://www.gov.uk/government/organisations/uk-visas-and-immigration>

**October 2017**

## Additional Information

### Department of Economics

You can find more information about the department at the following link:  
<http://www.essex.ac.uk/economics/>

### People Supporting Strategy

Please find a link to the People Supporting Strategy.

<http://www.essex.ac.uk/hr/policies/docs/people-oct15.pdf>

### General information

Informal enquiries may be made to Professor Katharine Rockett, Head of Department of Economics (telephone: +44 1206 873559 e-mail: [kerock@essex.ac.uk](mailto:kerock@essex.ac.uk)), or Professor Tim Hatton (telephone: +44 1206 872182, e-mail: [hatton@essex.ac.uk](mailto:hatton@essex.ac.uk)). However, all applications must be made online.

Please note that you must complete your personal details and education, research and future external funding statements via the link <https://www1.essex.ac.uk/vacancies/>. At the same time and in addition, your Job Market paper and three letters from referees must be submitted at <https://econjobmarket.org>. **You must complete the above steps; otherwise your application will be incomplete and cannot be considered by the Hiring Committee.**

### Benefits

Our staff and students are members of the University for life. We believe a person's potential is not simply defined by grades or backgrounds, but by willingness to question, to collaborate and to push at the edges of knowledge and their own potential.

As an employer we offer a range of benefits and a commitment to career development and equal opportunities in an environment that both reflects and creates a rich interaction of people, disciplines and ideas.

- Pension scheme
- Generous holiday entitlement
- Competitive salaries
- Training and development Family Friendly policies
- On campus childcare facilities, for more information visit [www.wivenhoeparkdaynursery.co.uk](http://www.wivenhoeparkdaynursery.co.uk)
- Childcare vouchers
- Relocation package for qualifying staff
- Interest free season ticket loan
- Range of optional salary exchange tax benefits (pension, childcare and bicycle schemes)

### No smoking policy

The University has a no smoking policy.

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