



Thank you for your interest in joining Edge Hill University at this exciting stage in our journey.

This is a moment of ambition and transformation as we prepare to launch a new five-year strategy. We are seeking an outstanding leader who shares our passion for education and our belief in the role of universities in driving prosperity and positive change.

We are a community with a strong sense of place and purpose, committed to providing an outstanding education, advancing research and innovation, and working in partnership with the communities we serve.

Our university is proud of its tradition of widening access and ensuring that every student has the opportunity to fulfil their potential. We are equally ambitious in research and external engagement, ensuring that knowledge created here reaches far beyond our campus to shape policy, inform practice, and drive innovation. We take seriously our civic responsibility, working with employers, industry, public services, and international partners, while also embracing digital transformation and sustainability to prepare for the challenges ahead.

The role you are considering is central to realising these ambitions. We are looking for a leader who combines strategic vision with the ability to inspire others across the whole university community and beyond. You will join a collaborative senior team that values creativity, constructive challenge, and collective ownership of our mission. This is not a university that stands still; we are open to new ideas, willing to experiment, and determined to deliver meaningful change.

This is also a university that cares deeply about people. We are committed to an inclusive environment where staff and students can thrive, where diverse perspectives are welcomed, and where everyone feels they belong. We want leaders who embody these values, who can balance ambition with empathy, and who are ready both to support and to challenge their colleagues.

If you choose to apply, you will find a welcoming community with strong roots, a growing national and international reputation, and the confidence to shape its future. This is a role that offers both challenge and reward, with the chance to make a tangible difference to our students, our region, and the wider world.

We hope you will be inspired to consider joining us, and to play a key part in shaping the next chapter of our story.

Professor Michael Young

Vice-Chancellor



Founded in 1885 and gaining University Title in 2006, Edge Hill University is a multi-award-winning University based on a 160-acre campus in Ormskirk, Lancashire. An educational community, providing high quality teaching, support, and transformational opportunities; it's a place where students discover ideas, attain subject knowledge, and achieve their full potential.

The University has over 14,000 students studying at both undergraduate and postgraduate level and employs more than 2,000 staff.

Edge Hill's significant success in achieving its mission is recognised by a range of awards. It is one of the select few to have held the coveted Modern University of the Year title (2022), awarded by the *Times* and *Sunday Times* and is the *Daily Mail's* University of the Year for Student Experience, 2026.

It was ranked in the UK Top 35 universities (*Guardian University Guide* 2024), 5th in the UK (Uni Compare 2026) and is a Top 4 North West Institution (*Complete University Guide* 2025). It is also the safest campus in the North West according to the same guide. In 2024, it was the first University to achieve Ofsted Outstanding for all phases of its Initial Teacher Training provision under the new Inspection Framework.

Edge Hill has expertise in supporting students from non-traditional higher education backgrounds, with the University winning the 2023 Educate North Social Mobility Award for widening access and participation. 70% of Edge Hill's undergraduate students have at least one widening participation characteristic.

The University has invested £350m in the campus over the last two decades. Construction has recently finished on a new £17.4m Life Sciences Building alongside a £35m investment in brand new accommodation and a Students' Union building which opened at the beginning of October 2024.







The University's researchers are addressing some of society's most pressing problems today and providing expertise to develop solutions and enact change. And there is a strong commitment to sharing that new knowledge through Knowledge Exchange and partnership working and through a significant number of Knowledge Transfer Partnerships.

From promoting inclusive societies and encouraging wellbeing for all, nurturing creativity and innovation, to tackling some of the world's biggest challenges to secure a sustainable future, Edge Hill's research builds new partnerships, enhances understanding and enriches lives. 62% of the University's research was classed as 'world-leading' or 'internationally excellent' in the 2021 Research Excellence Framework.





University of the Year for Student Experience University of the Year for Student Experience. (Daily Mail University Guide 2026)



Gold

Gold for Student Experience, and Silver overall in the Teaching Excellence Framework (TEF) run by the Office for Students.



World

More than half of Edge Hill's research is classed as 'world-leading' or 'internationally excellent' in the Research Excellence Framework (REF) 2021.



Гор

Top four in the North West in the Complete University Guide 2025.



96.2%

96.2% of our students are employed or in further study within 15 months of graduating, according to Graduate Outcomes data released 2025.



Ofsted
Outstanding

Ofsted outstanding across all three initial teacher training age phases.



Ind

2nd in the UK for Learning Resources and top 5 in the UK for Student Voice. (National Student Survey 2025)



 $\underset{\text{the}}{\text{Best}}$

1st in the UK for accommodation, voted for by students in the Uni Compare UK rankings in 2023, 2024 and 2025..



14 successive years Campus is recognised as one of the UK's best green spaces. (Green Flag Award for 14 successive years (2025)





The University's stunning, vibrant and green campus is in the heart of the North West of England, nestled within the market town of Ormskirk in Lancashire, with the lively cities of Liverpool and Manchester within easy reach.

Edge Hill occupies an important place in the region. Its geographical position means it faces three Combined Authority areas: Greater Manchester, Liverpool and Lancashire. These areas comprise the heart of our core market. The University is therefore well placed to seize the opportunities presented across this diverse area, and beyond. The Deputy Vice-Chancellor will play a significant role in ensuring the University grows its status as one of the region's premier civic institutions.



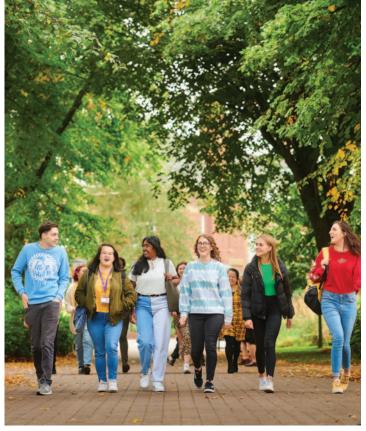


The Campus

The Campus Masterplan has seen over £350m invested in the physical fabric of the campus over the last two decades, with a new building opening each year since achieving University status in 2006.

In September 2024, the latest £52m Central Campus redevelopment was completed, comprising a Life Sciences Building to support cutting-edge STEM research and teaching, a new Students' Union facility and 248 new ensuite rooms.

The University's award-winning accommodation guarantees first-year students a room on-site so they can immerse themselves in campus life, and the quality of the guaranteed accommodation offer has led to a string of awards and nominations for the University, including being named first in the UK for accommodation (Uni Compare 2025 and 2026) and winning the award for Creating the Best Student Home at the first annual ASRA Awards 2024.



A new Life Sciences building, costing £17.4m, aims to support our next generation of researchers and students, boosting the University's capabilities in Biomedical research in areas such as neurobiology, cancer, genetic skin conditions and ageing.

The brand-new £8.5m Students' Union facility revitalises the campus with flexible spaces for day and night-time events and dedicated areas for retail and food and drink outlets. It also provides a new base for additional student support facilities.

The public realm is improved too, with places to meet and relax or enjoy experiences such as outdoor cinema and food markets. The Ormskirk Campus is a stunning place to live, work and study.

In addition to the Ormskirk Campus, the University has satellite campuses at St James' in Manchester city centre, Aintree Hospital and Alder Hey Children's Hospital.



Tech Hub

The £13m Technology
Hub houses a microbiology
suite and the CAVE
(Computer Augmented
Virtual Environment), the
UK's first superimmersive
3D virtual environment.





Main Building

The first building on the Ormskirk site, which opened on 2 October 1933. Whilst the building retains many of its original features it has been refurbished to incorporate modern teaching spaces and award-winning accommodation.



Creative Edge

Creative Edge provides a variety of specialist facilities including TV, recording, animation, photographic and radio studios.

Clinical Skills

Opened in 2019, the Clinical Skills and Simulation Centre provides innovative facilities which replicate real-world health, social care and medicine environments.

Graduates Court

One of the award-winning Halls of Residence on campus. Creating a home away from home where our students can thrive.







The Sports Centre

Edge Hill Sport is home to the Sports Centre, Fitness Suite and Swimming Pool, as well as courts, pitches and a running track.



The Arts Centre

The Arts Centre provides entertainment in The Studio Theatre and Rose Theatre, as well as a variety of suites and recital spaces purpose-built for the creative arts.



Catalyst

The £27m Catalyst building, opened in 2018, houses the University's 24/7 library and Careers and Student Services functions.



GeoSciences

GeoSciences houses industrystandard laboratories, purpose-built for physical geography and geo-technical engineering.



The University is starting a new cycle of strategic planning, 2026-2031. The new strategy will focus on Edge Hill as a connected university where every student succeeds, graduates thrive, ideas deliver impact, communities grow stronger, and digital and sustainable practices power how we work. Sustainability and inclusion will be woven through every aspect: in curricula, staff and student experience, partnerships and operations.

University Mission Statement

In Scientia Opportunitas (through knowledge, opportunity)

This simple, founding mission sits at the heart of what the University strives to achieve. Edge Hill seeks to provide an intellectually stimulating, creative and inclusive environment for its community. Teaching and learning of the highest standard, supported by pure and applied research of international significance, will provide a firm foundation for its graduates and other stakeholders in a rapidly changing world. Knowledge and understanding, a global perspective, and a life-long capacity to learn and adapt are the surest ways of securing the individual's, and the nation's, future.





Edge Hill University is deeply committed to delivering an outstanding student experience. This commitment is at the heart of its enviable culture and ethos and is evident in the way in which it is put into action with demonstrable passion and creativity.

The University's culture is strongly studentcentred with a close partnership with students to ensure its strategies, policies and procedures are designed with students at their centre.

The integrated approach to the student experience recognises the equal importance of high-quality teaching, underpinned by research and scholarly activity, and personalised support. There is a focus on the provision of excellent physical and digital resources and an emphasis on the role of extracurricular opportunities for personal development for all students.



I've been really impressed with the teaching and learning facilities. I find

Discover More, which is part of the University website, a great resource. The search engine makes it easy to find the right information and research for my studies."

Eziekhal Masango, BA (Hons) Education and English





The University works hard to ensure students are retained, satisfied and successful by creating an environment which provides a high-quality experience for all students and delivers:

- An educationally rewarding experience
- A welcoming, community experience
- A positive experience in a supportive environment
- An enhanced experience that extends beyond study

The investment in the physical environment demonstrates a commitment to create the most effective formal learning spaces, and to provide an environment that is welcoming and supportive to maximise student engagement and wellbeing.

The first time I visited the campus for an open day, I just had a gut feeling that it was the place for me, it felt like home. I love the greenery and the lakes on the campus and the whole place had a very friendly atmosphere."

Hannah Gafa, MBChB Medicine



An Educationally Rewarding Experience

Edge Hill staff are committed to ensuring students participate in an educationally rewarding experience. High quality, practice-based and research-informed teaching and learning is at the heart of this commitment. Edge Hill is home to students who are motivated and engaged and a staff of academics and professionals who are dedicated to helping students succeed. The University has outstanding teaching, learning and research facilities and programmes are informed and delivered by staff who are engaged in cutting edge teaching and research activity.



A Positive Experience in a Supportive Environment

The University ensures that students are able to engage with a range of staff who will support their academic, personal and professional development as well as their emotional and physical health and wellbeing, from before they enrol and beyond graduation. Students are assigned a personal tutor who will act as a single point of communication and referral.

Edge Hill continuously seeks to improve the support on offer by listening to the views of others in a thoughtful and considerate manner and responding to them in a respectful way.



A Welcoming, Community Experience

The Edge Hill community ethos is based on respect, dignity, understanding and inclusivity. Fostering a culture that appreciates difference and diversity is dependent on everyone playing their part in creating a welcoming community; one where students and staff are engaged and communicate openly and freely.





An Enhanced Experience that Extends Beyond Study

At Edge Hill, students, staff and the Students' Union work in partnership to ensure each student's experience is positive and impactful beyond study. The social, cultural, sporting and recreational opportunities provided by the Students' Union and University are an essential part of the experience on offer.

Staff are committed to students' personal development, including employability and outstanding student outcomes with graduate attributes and employability skills embedded throughout the mainstream curriculum.





The University's researchers are addressing some of society's most pressing problems today and providing expertise to develop solutions and enact change.

From promoting inclusive societies and encouraging wellbeing for all, nurturing creativity and innovation, to tackling some of the world's biggest challenges to secure a sustainable future, Edge Hill's research focuses on building new partnerships, enhancing understanding and enriching lives.

Through its research agenda, the University's work has a growing global reach and influence whilst seeking to gain a clearer view of the world that will shape new opportunities and create true social impact.

The University has made exceptional progress in research and knowledge exchange output and capacity over the course of the previous two REF cycles. This trajectory will continue as the University grows research income and strengthens its impact.



Professor
Ardhendu Behera
Professor of Computer Vision
and Artificial Intelligence

Edge Hill Professor Ardhendu Behera is leading research on how artificial intelligence may help early diagnosis of severe health conditions.

The Professor of Computer Vision & AI, and fellow researchers, have featured widely in the media for their work with 'Robbie the Robot.' It learnt to recognise symptoms of dementia by watching *Emmerdale* – studying the facial expressions and body language of Ashley Thomas, a character with the condition.

The team hopes that robots could help diagnose dementia within 10 years and be used to monitor those living with it to help reduce strain on the health service.

Professor Behera is also leading research into how AI could tackle pancreatic cancer. It's currently one of the deadliest forms of the disease, as symptoms tend to appear once the cancer is too advanced to treat.

"This is a data-driven approach that aims to find out whether it is possible to use AI to signal that there are links between risk groups and those who have already been diagnosed. Using routinely collected data, the AI can identify the possible predictors of pancreatic cancer and will screen out people at high risk."

His latest research will see him use AI to potentially save lives on the modern battlefield. Project ATRACT, which stands for A Trustworthy Robotic Autonomous system to support Casualty Triage, will see the development of a flying drone that can assist and speed up triage in the critical post-trauma minutes that shape battlefield survival chances. It has received over £1m in funding from the Engineering and Physical Science Research Council (EPSRC) and also involves PhD Research Projects.





Professor Greg Irving Professor of Primary Care A new research project led by Professor Greg Irving, has been awarded £2.5m by the National Institute for Health and Care Research (NIHR) to expand research into children and young people's mental health.

The project, designed to engage with local health, public health and social care systems, will focus on St Helens, Knowsley and Wigan, and the wider North West, where there are large numbers of people living with mental health conditions, limited local mental health research and low participation in mental health research studies.

By working closely with local communities more people will have the opportunity to take part in mental health research, improving diversity in research studies, which in turn will lead to better treatment and support for the children and young people who need them most.

Professor Greg Irving said: "Children and young people in the North West face considerable mental health challenges."

"Anxiety and depression rates exceed national averages, hospital admissions for mental health conditions among under-18s and self-harm rates in the region are among the highest in the country, primary and secondary care services are overwhelmed and efforts to improve community mental health services for this group are hindered by financial constraints and service cuts."

The project, supported by University of Liverpool, University of Manchester and the NIHR North West Coast Applied Research Collaboration, will establish a Centre of Excellence for mental health asset-based community interventions, serving as a hub for pioneering interventions and providing essential support to tackle complex mental health challenges in the North West and beyond.

The £2.5m award will significantly strengthen Edge Hill University's international standing in mental health research, adding to existing sector-leading expertise.





Professor Vicky Karkou Professor of Arts & Wellbeing

Funded by the Arts and Humanities Research Council (AHRC), part of UK Research and Innovation, this innovative Arts and Wellbeing research project involves significant collaborative working to scale up place-based arts initiatives that support the mental health of children and young people (CYP).

The Arts4us project is a £2.5M AHRC funded project in collaboration with integrated care systems and community organisations. It focuses on the mental health of young people aged 9 to 13, a group at significant risk of developing mental health problems while transitioning from childhood to adolescence. The project will create an easy-to-use digital platform where evidence-based local arts activities can be made accessible for children and young people (CYP), their families and relevant organisations and services.

CYP will act as co-researchers maximising the benefits of arts activities that support their mental health. They will work jointly with community partners, health services and academic institutions to develop evaluative frameworks, digital material and good arts-based practice that will support the mental health of CYP in the North West.

The project is coordinated by the University's Research Centre of Arts and Wellbeing which has developed over the last decade as an active research group which is engaged in interdisciplinary research activities in the form of research projects, publications, events and masterclasses.

Research methodologies celebrate creative and arts-based methods next to verbal accounts of lived experiences and standardised methods of measuring change, allowing for diverse types of evidence to emerge that speak about different aspects of the work to different audiences. The centre draws expertise from across faculties, championing interdisciplinary research.





The success of Edge Hill University is built upon the dedication and talent of its people. The University is committed to creating an environment where innovation, collaboration, and personal growth are not just encouraged but ingrained in the culture.



A Strategic Commitment to Inclusion and Wellbeing

Edge Hill University is proud of the significant progress it has made on the wellbeing and inclusion agenda, underpinned by its comprehensive Equality, Diversity and Inclusion (EDI) Action Plan. As part of its commitment to equity, the University aligns with recognised frameworks such as Athena Swan, helping to ensure a fair, inclusive and supportive workplace for all. Edge Hill is also recognised for its strong reputation in wellbeing, offering wide-ranging support and innovative engagement tools. This commitment fosters a culture in which staff feel valued, supported and empowered to perform at their best.



Career Pathways and Professional Development

Edge Hill University is committed to investing in its staff, with a clear focus on long-term career development. Staff benefit from a wealth of tailored leadership development programmes, structured progression routes, and growing opportunities to engage in coaching and mentoring. This ensures every individual has the tools they need to thrive in their role and prepare for future opportunities.



Exemplary Employee Value Proposition (EVP):

The University recognises the importance of supporting its staff with a highly competitive EVP, including:

- **Generous pension schemes**, with leading contribution rates.
- Substantial holiday entitlements, far exceeding industry norms, to support work-life balance.
- Locally managed agile working arrangements, ensuring staff can balance personal and professional commitments.
- Comprehensive health and well-being resources including a robust Employee Assistance Programme, industry leading benefits platform, mental health support and on-campus facilities and initiatives that promote physical activity and wellness.





Area: University Executive

Reference: EHM0305-0925

Grade and salary: Competitive

Contract type: Permanent

Hours: 37 hours per week

Location: Campus based role.

Ormskirk, Lancashire,

L39 4QP

Accountable to: Vice-Chancellor and CEO

Reporting to: Vice-Chancellor and CEO

Edge Hill University is seeking an exceptional academic leader to join its executive team as Deputy Vice-Chancellor (Education and Students). This pivotal role carries strategic responsibility for driving academic quality, innovation in teaching and learning, and delivering outstanding outcomes for students and graduates.

The DVC will shape the University's course portfolio, curriculum design, and academic quality frameworks, while ensuring regulatory assurance across OfS, Ofsted, and professional body standards. With a focus on innovation, the postholder will lead the advancement of digital education, AI in teaching and learning, and embedded employability across all programmes.

Working collaboratively with faculties, professional services and the Students' Union, the DVC will champion an inclusive, student-centred culture that improves student satisfaction and success, particularly for those from widening participation backgrounds. They will also oversee academic staff development, recognition, and career progression.

A key aspect of the role is income generation through new modes of delivery such as apprenticeships, CPD, and online education, and fostering high-quality educational partnerships. By aligning academic strategy with international demand and regional skills priorities, the DVC will enhance the University's civic contribution while capitalising on emerging global education opportunities.

You will bring significant senior academic leadership experience, a deep understanding of academic quality and enhancement, and a strong record of driving institutional progress in education, inclusion and student outcomes. A skilled communicator and collaborator, you will lead with vision, values and authenticity - committed to shaping a future-focused, high-impact educational experience at Edge Hill.



The Deputy Vice-Chancellor (Education and Students) provides strategic academic leadership to deliver outstanding outcomes for all students and graduates.

The DVC has strategic oversight of the University's course portfolio, curriculum design, and academic quality frameworks, while ensuring regulatory assurance across OfS, Ofsted, and professional body standards.

With a focus on innovation, the postholder will lead the advancement of digital education, AI in teaching, learning and assessment, and work-integrated learning across all programmes. Working collaboratively with faculties, professional services and the Students' Union, the DVC will champion an inclusive, student-centred culture that improves student satisfaction and success, particularly for those from widening participation backgrounds. They will also oversee academic staff development, recognition, and career progression to ensure teaching excellence is embedded across the University.

The role will lead on opportunities for new income generation, such as apprenticeships, professional development/short courses, and flexible/online education, and through developing high-quality educational partnerships. By aligning academic strategy with international demand and regional skills priorities, the DVC will enhance the University's civic contribution while capitalising on emerging global education opportunities.

Duties and Responsibilities

- Lead development and delivery of the University's
 educational portfolio, with a strategic vision for the entire
 academic portfolio to ensure it is relevant to employers,
 offers appropriate challenge to students and is fit for all
 relevant markets.
- 2. Develop and lead enhancement initiatives embedded in academic programmes, which improve student outcomes and reduce gaps in outcomes between specific student groups.
- 3. Oversee faculties, relevant professional services, and work in collaboration with the Students' Union to ensure there is outstanding and consistent academic and extra-curricula student experience..
- 4. Drive a strategic agenda for innovation in learning, teaching and assessment practices, underpinned by a robust understanding of best sector practice, with a focus on evaluation, educational gain, employability and student enterprise
- 5. Lead developments in digital education, through innovative learning technologies and AI adoption, to improve students' learning experience and outcomes
- **6.** Lead a strategic approach to academic staff training, fellowship recognition and career progression that ensures a culture of teaching excellence across the University.
- 7. Oversee student success and personal wellbeing through a comprehensive student support offer that is inclusive, effective and efficient.

- 8. Ensure the University's academic quality assurance processes are risk-based and enhancement driven, aligned as relevant to the requirements of the Office for Students, Ofsted, Skills England and/or other professional, regulatory and statutory bodies.
- **9.** Ensure the University's commitments to equality, diversity, inclusion and sustainability inform the curriculum and teaching, learning and assessment practices.
- 10. Lead development of educational initiatives that expand the University's academic operations, in collaboration with the DVC (External Engagement and Research), which may include professional development, micro-credentials, apprenticeships, and flexible and online learning.
- 11. Lead, as appropriate, institutional engagement with policy makers, employers, and educational providers to create opportunities for curriculum development and students' learning, and to inform teaching practice.
- **12.** Act as a senior member of the University Executive, contributing positively to collective leadership and cross-institutional decision-making.
- **13.** Deputise for, represent and/or act on behalf of the Vice-Chancellor as required.
- **14.** Ensure that all behaviours and activities support the University's values and commitments to equity, diversity, sustainability and inclusion.

In addition to the above all Edge Hill University staff are required to: adhere to all University policies and procedures; demonstrate excellent customer care; undertake appropriate learning and development; actively participate in performance review; encourage equality, diversity and inclusion; respect confidentiality; act in a sustainable manner; and proactively consider accessibility.

Eligibility

Candidates should note that shortlisting will be based on information provided on the application form with regard to the applicant's ability to meet the criteria outlined in the Person Specification attached.



Please note that applications will be assessed against the Person Specification using the following criteria, therefore, applicants should provide evidence of their ability to meet all criteria. Where a supporting statement is indicated you will be asked to provide a statement of how you meet this criterion within the application form.

Qualifications

Criteria	Essential or Desirable Criteria	Method of Assessment
PhD in any academic discipline	Essential	Application / Certificate
An academic profile in higher education research and/or education policy through published work and/or comparable dissemination activities.	Essential	CV / List of publications / References
Advance HE Principal Fellowship or equivalent	Desirable	Application / Certificate

Experience and knowledge

Criteria	Essential or Desirable Criteria	Method of Assessment
Significant experience as a senior academic and as an academic leader, with a successful track record in leading successful teaching, learning and assessment initiatives at institutional level.	Essential	CV / Supporting Statement / Interview / References
Demonstrable experience in leading improvements in student satisfaction and outcomes at institutional level, particularly within inclusive or widening participation contexts.	Essential	Application / Interview / Scenario- based test
A robust understanding of academic quality frameworks, enhancement processes, and regulatory requirements in higher education (to include OfS, Ofsted and one or more PSRBs)	Essential	CV / Interview
Demonstrable success of leading institutional digital transformation projects in relation to learning, teaching and/or assessment.	Essential	CV / Interview / case study presentation
Experience in curriculum review and development at whole-institution level.	Essential	CV / Interview
Demonstrable commitment to educational innovation and best sector practice, and to the effective championing of institutional change.	Essential	CV / Interview / Reference
Experience working directly with or for relevant national bodies (e.g. Office for Students, Quality Assurance Agency or other educational professional bodies).	Desirable	Application / References

Abilities and Skills

Criteria	Essential or Desirable Criteria	Method of Assessment
Leadership of successful strategic measures that enhance academic excellence, equality, diversity and student-centered learning.	Essential	Application / Interview / Stakeholder panel feedback
Proven ability to develop and maintain high-quality educational partnerships.	Essential	Application / References
Outstanding communication and interpersonal skills, with the ability to engage, motivate, inspire and influence across diverse teams at all levels of the University, and with students.	Essential	Interview / Presentation
Strong strategic thinking and planning capability, informed by a collaborative and values-driven approach to leadership.	Essential	Interview / References

How to apply

Join our team at Edge Hill University! We're looking for talented individuals to join our dedicated and supportive community and make a difference to our students. At Edge Hill we value the benefits a rich and diverse workforce brings and welcome applications from all sections of society.

Have any questions?

For informal enquiries about this vacancy, please contact the Vice-Chancellor and CEO at VCOffice@edgehill.ac.uk

Ready To apply:

- 1. Go to our jobsite jobs.edgehill.ac.uk
- 2. Find the role you wish to apply for.
- 3. Click the **Apply Online** button on the job advert and follow the easy steps to prepare and submit your application.

Application Process

Applicants should submit:

- A full CV outlining career history, qualifications, and relevant achievements.
- A Supporting Statement (maximum 4 pages) that demonstrates how you meet the
 criteria set out in the Person Specification. Please use clear examples to evidence
 our impact and outcomes.

Key points:

- Closing date: Please refer to the advert for the closing date for this vacancy.
 Vacancies automatically close at 23:59pm [GMT]. Please note, that the University may on occasion close a post early if vacancies attract high volumes of applications; we therefore encourage you to prepare and submit your application in good time.
- **Next steps:** We'll contact you by email, usually within two weeks, to let you know if you have been shortlisted.
- Shortlisting: Information you provide on your application will be assessed against the person specification for this role. We encourage you to clearly show how you meet the requirements presented in the person specification. We encourage use of specific examples of your experience, knowledge and skills within your supporting statement(s).

- Pre-employment checks: Following offer, successful candidates will need to provide original proof of identity, qualifications and professional memberships, and evidence their right to work in the UK. You will also complete a pre-employment health questionnaire to support Edge Hill University make appropriate adjustments to support you in the role.
- References: You will be asked to provide details of two referees on your application
 form. References will be collected following issue of an offer of employment.
 Guidance on how to select your referees is provided on the form. The University may
 ask you for alternative or additional referees to cover your previous three years of
 employment during pre-employment
- Start date: A start date will be arranged after pre-employment checks are completed.

Accessibility Statement

Edge Hill University is proud to be a Disability Confident employer and is committed to building disability confidence and support within our staff and student community.

If you require adjustments to this application process and/or these documents in an alternative format, please contact ${\bf StaffResourcing@edgehill.ac.uk.}$

If you have comments that would support us to improve access to documentation, or our application processes more generally, please do not hesitate to contact us via StaffResourcing@edgehill.ac.uk

Data Protection and Privacy

Protecting your personal data is of the utmost importance to us and we take this responsibility very seriously. Any information obtained by our trading divisions is held and processed in accordance with the relevant data protection legislation. The data you provide us with is securely stored on our computerised database and transferred to our clients for the purposes of presenting you as a candidate and/or considering your suitability for a role you have registered interest in.

Please visit the following link to find more information about the use of personal information provided by candidates to Edge Hill University: edgehill.ac.uk/departments/support/ig/data-protection.