**The University of Nottingham Ningbo China**

**School of International Studies**

**Professor in International Relations and/or Transnational History**

The University of Nottingham Ningbo China (UNNC) was the first foreign university to open in China and is part of The University of Nottingham, which is ranked in the top 1% of all universities worldwide according to the QS World University Rankings 2013.

Placed 7th in the UK for research power by the current national Research Assessment Exercise (RAE), Nottingham is a major research institution delivering work that is defined as ‘world-leading’ or ‘internationally excellent’.

Described by The Times as “the nearest Britain has to a truly global university”, The University of Nottingham has invested continuously in its award-winning campuses in the UK, China and Malaysia, attracting talented staff and students from all over the world.

UNNC delivers The University of Nottingham’s top-quality teaching and high-impact research from its base in Ningbo, Zhejiang province, China. Located less than two hours south of Shanghai by train, this award winning campus offering a UK style education has grown to establish a student body of over 6,000 and celebrated its 10 year anniversary this year.”

**High-quality research and education**

Since opening our doors in 2004, we have established ourselves as one of China’s leading providers of international education, as well as an inspiring and stimulating place to work.

Both academic and professional services staff are either seconded from The University of Nottingham in the UK or recruited to The University of Nottingham’s standards.

Our academics are expected to be effective teachers but are also given support to carry out high-impact research that is relevant to China's interests and needs. Research spans all faculties and disciplines and staff are encouraged to present their work at international conferences, while professional services staff at all levels benefit from career development support.

The University’s working language is English and all our degree programmes, coursework materials and exams are in English.

Our teaching is subject to the same quality assurance processes as The University of Nottingham and our students graduate with a Nottingham degree. High standards are maintained across the three campuses through continuous module assessment, internal audits and external examination.

**A global university in China**

By joining UNNC you be living in China at the height of its economic development, gaining a global prospective and experiencing an exciting new culture.

Our secure, green campus has clean, comfortable and secure accommodation for staff and a dedicated clinic with doctors and nurses on 24-hour call. A convenient on-campus high street has a range of shops, restaurants, an ATM and spaces for recreation, while shopping malls, entertainment facilities and other amenities are all within walking distance or a short bus or taxi ride from the campus.

There are three established international schools in Ningbo and more are set to open to cater to the city’s growing international community.

Populated with more than seven million people, Ningbo offers the opportunity to feel at home among an array of international shopping outlets, restaurants, clubs and bars. It also provides the chance to embrace culture and tradition – bustling streets house markets selling a variety of antiques, textiles and delicious Ningbo cuisine.

Ranked 7th in Forbes’ (2012) list of the top cities for business in China, Ningbo’s import and export industry is one of the most important to the city and its businesses. The city is a mix of modern skyscrapers and traditional architecture, which complement stunning parkland and scenic spots.

The city’s excellent transport links mean that Ningbo is easy to travel around and an ideal base from which to explore China and Asia. The city’s airport connects it to China’s major cities as well as some international destinations, such as Hong Kong, Macau and Taipei.

**Further details**

For further details see the websites of:

The University of Nottingham Ningbo China: [www.nottingham.edu.cn](http://www.nottingham.edu.cn)

The University of Nottingham: [www.nottingham.ac.uk](http://www.nottingham.ac.uk)

Informal enquiries regarding this vacancy may be addressed to Dean of Social Science, Stephen Morgan at Stephen.morgan@nottingham.edu.cn, Head of School of International Studies, May Tan-Mullins at may.tan-mullins@nottingham.edu.cn or Head of Department of History, Maiken Umbach at maiken.umbach@nottingham.ac.uk.

**Please quote ref UNNC388**

**Please be advised that your referees will be contacted prior to interview**

**Please note that only applications submitted via our on-line system will be considered.**

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| UNIVERSITY OF NOTTINGHAMRECRUITMENT ROLE PROFILE FORM |

**Job Title:** Professor in International Relations and /or Transnational History

**School:** School of International Studies

**Salary: Salary is negotiable depending on skills and experience will be within the professorial range, minimum £58,171 per annum**. An attractive international benefits package including accommodation allowance, travel allowance, support for international schooling (there are three international schools in Ningbo), and insurance (including international medical insurance) will be provided for international appointments

**Job Family & Level** Research and Teaching Level 7

**Contract Status:** This post is available from 1 August 2015 and will initially be offered on a fixed-term contract with the University of Nottingham, Ningbo, China for a period of up to five years. This contract may be extended on an indefinite basis by mutual agreement, subject to revised terms and conditions

**Hours of Work:** Full-time, 36.25 hours per week

**Location:** University of Nottingham Ningbo China

**Responsible to:** Dean of Faculty of the University of Nottingham Ningbo China, Head of School of International Studies

**Purpose of the Role:**

The role holder will be expected to make a significant leadership impact in the School of International Studies.

The role holder will participate in the management and strategic planning of the School, and contribute to the University’s strategic planning processes. The person will mentor junior faculty in teaching, research and administration. She/he will act as principal investigator on major research projects in the field and will identify opportunities for the development of new research projects and contribute to collaborative research projects with colleagues at UNNC, on Nottingham’s other two campuses and elsewhere. The person will champion and embrace the interdisciplinary nature of research and teaching within International Studies.

The role holder will take responsibility for the quality of the design of courses/programmes to maintain the high teaching standards and contribute significantly to the development of innovative and students-centred teaching methods and assessments in the School of International Studies.

The role holder will have senior management responsibilities including the responsibility for the professional development of the team and contribute to the overall administration of the School.

**Main duties and Responsibilities:**

**Research**

* To undertake original research in the area of international relations and/or international history.
* To provide academic leadership in research and to maintain and develop an international personal and School profile through research and participation in academic networks.
* To publish research in excellent peer reviewed publications.
* To secure internal and external research funding.
* To produce research suitable for dissemination to conferences, workshops and seminars (both national and international).
* To forge collaborative research links within and outside the University.
* To undertake student research supervision.
* To contribute fully to the University’s research activities.
* To help create an atmosphere which is conducive to good and productive research.

**Teaching**

* To prepare and deliver lectures, seminars and tutorials at undergraduate and postgraduate levels.
* To provide supervision at both UG and PG levels.
* To participate in the assessments for initial and higher degrees and diplomas of the University and to act as invigilator in such examinations as required.
* To contribute to course and curriculum development and design, including course management, where appropriate.
* To support and comply with the University’s teaching quality assurance standards and procedures.
* To provide mentoring to junior faculty on teaching and learning.

**Leadership/management**

* To undertake activities designed to enhance the external profile of the School;
* To undertake senior management functions as required and to generally assist with the efficient and effective administration of the School of International Studies. This may include membership of relevant committees and working groups.
* To liaise, as appropriate, with academic and administrative colleagues at the University’s Nottingham and Malaysia campuses.
* To act as a personal tutor for both undergraduates and postgraduates.
* To take part in and contribute to staff development activities consistent with continuous professional development and mentoring schemes.
* To ensure compliance with health and safety requirements in all aspects of work.
* Any other duties appropriate to the post.

This job description may be subject to revision following discussion with the person appointed and forms part of the contract of employment.

**Person Specification:**

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|  | **Essential** | **Desirable** |
| **Qualifications/Education** | * A PhD in a relevant discipline.
 | * Membership of relevant professional bodies.
* Postgraduate qualification in Learning and Teaching in Higher Education or equivalent.
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| **Skills/Training** | * Excellent communication and presentation skills in English.
* Evidence of ability to conduct research at an international level.
* Inspiring management and leadership skills.
* The ability to attract/secure funding for major research projects.
* Ability to form, develop and sustain working relationships with academic and non-academic colleagues.
* Evidence of previous administrative role/skills.
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| **Experience** | * Experience of teaching/tutorial work in relevant subjects at undergraduate and postgraduate level in an international English speaking institution.
* Experience of Masters and PhD supervision to completion.
* Research interests and activities in line with, and complementing the department’s research activities.
* Experience excelling at teaching
* Track record of publishing in leading peer-reviewed journals
* Leadership of academic programmes and research.
 | * Evidence of having built and led a research centre.
* Evidence of service to the wider academic community (roles in professional associations; editorships)
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| **Personal Attributes** | * Ability to work collaboratively in a multidisciplinary environment
* Ability to work effectively in a multi-cultural environment
* Ability and motivation to lead an independent successful research programme.
* Ability to work to deadlines and to prioritise tasks.
* Empathy with students from many different cultures and a desire to work in a multi-cultural environment.
* Ability to complete administrative duties effectively to required deadlines
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**Applications**

In addition to the application form, candidates should supply a CV, which includes details of their teaching and administrative experience and the areas of their research expertise.

Shortlisted candidates will be contacted and asked to supply samples of their publications.

Informal enquiries regarding this vacancy may be addressed to Dean of Social Science, Stephen Morgan at Stephen.morgan@nottingham.edu.cn, Head of School of International Studies, May Tan-Mullins at may.tan-mullins@nottingham.edu.cn or Head of Department of History, Maiken Umbach at maiken.umbach@nottingham.ac.uk. Please note that applications sent directly to these email addresses will not be accepted.

**Closing Date: 5 February 2015**

**Please quote ref UNNC388**

**Please be advised that your referees will be contacted prior to interview**

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