

RESOURCING/ Additional Information



SSPSSR/Personal Social Services Research Unit (PSSRU)

The Personal Social Services Research Unit (PSSRU) was established at the University of Kent in 1974 and is currently directed by Professor Julien Forder. The Unit is based in the School of Social Policy, Sociology and Social Research in Canterbury and currently has 30 staff working on over 20 projects.

PSSRU is one of the leading social care research groups, not just in the UK but internationally. Since its establishment, PSSRU has had considerable impact on national social care policy in the UK and in a number of other countries. The Research Unit carries out a range of research in the field of care and health policy and practice. The research adopts a multi-disciplinary approach, taking perspectives from economics, psychology, social policy and sociology.

For further details, please visit: <http://www.pssru.ac.uk/>

About the University of Kent

Established in 1965, the University of Kent – the UK’s European university – now has almost 20,000 students across campuses or study centres at Canterbury, Medway, Tonbridge, Brussels, Paris, Athens and Rome.

It has been ranked: 23rd in *The Guardian University Guide 2017*; 23rd in *The Complete University Guide 2017* and 23rd in *The Times and Sunday Times University Guide 2016*.

In June 2017, Kent was awarded a gold rating, the highest, in the UK Government’s Teaching Excellence Framework (TEF).

In the Times Higher Education (THE) World University Rankings 2015-16, Kent is in the top 10% of the world’s leading universities for international outlook and 66th in its table of the most international universities in the world. The THE also ranked the University as 20th in its ‘Table of Tables’ 2016.

Kent is ranked 17th in the UK for research intensity (REF 2014). It has world-leading research in all subjects and 97% of its research is deemed by the REF to be of international quality.

In the National Student Survey 2016, Kent achieved the fourth highest score for overall student satisfaction, out of all publicly funded, multi-faculty universities.

Along with the universities of East Anglia and Essex, Kent is a member of the Eastern Arc Research Consortium (www.kent.ac.uk/about/partnerships/eastern-arc.html).

The University is worth £0.7 billion to the economy of the south east and supports more than 7,800 jobs in the region. Student off-campus spend contributes £293.3m and 2,532 full-time-equivalent jobs to those totals.



In 2014, Kent received its second Queen’s Anniversary Prize for Higher and Further Education.

Website: www.kent.ac.uk

Institutional Plan

We are a forward-thinking research institution, committed to the transformative power of education and research and to the development and support of our students and staff.

Our objective is to secure our position as a top 20 UK university and be a globally recognised research institution by 2020.

Please visit: <https://www.kent.ac.uk/about/plan/>

<p>Application Process:</p>	<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 midnight on the closing date and unfortunately late applications cannot be accepted.</p> <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>
<p>Feedback:</p>	<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>
<p>Presentation:</p>	<p>Most Academic posts will involve a presentation as part of the interview process. Full details will be confirmed to you by email.</p>
<p>Redeployment Policy:</p>	<p>Please note that applicants currently on the University of Kent redeployment register will be considered for this post prior to other applicants.</p> <p>For further information on our redeployment policy please visit: https://www.kent.ac.uk/hr-staffinformation/policies/redeployment.html</p>



<p>Job Share:</p>	<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"> ▪ If you are applying as part of a job-share team (please give name of sharer) or as an individual. ▪ The proportion of the job you would wish to work, expressed as a percentage. ▪ Whether you would be interested in the job on a full-time basis if a suitable sharer does not come forward.
<p>Two Ticks Symbol / Disability Confident:</p>	<p>The Two Ticks scheme has been replaced by the “disability confident” symbol. We have therefore removed the Two Ticks symbol from our webpages and documentation.</p> <p>The University is currently reviewing the replacement scheme but until we complete this process, we will continue to commit to the principles embedded within the Two Ticks scheme and welcome applications from anyone who has a disability.</p> <p>We will interview all applicants who declare a disability and evidence in their application that they meet the essential criteria for a job vacancy.</p> <p>If you have a disability and require information regarding accessibility of our campus facilities please visit: http://www.disabledgo.com/en/org/university-of-kent</p>
<p>Equality, Diversity and Inclusivity:</p>	<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: http://www.kent.ac.uk/hr-equalityanddiversity/</p>
<p>UK Visa and Immigration:</p>	<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.</p> <p>For academic and research vacancies, or posts that require very specialist skills 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.</p> <p>PLEASE NOTE - 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.</p> <p>The Home Office website is: https://www.gov.uk/government/organisations/uk-visas-and-immigration</p>



<p>Salary Scale:</p>	<p>Employees receive an increment annually until the top of the scale is reached. In addition, there is normally a nationally agreed annual cost of living salary increase.</p> <p>For new employees to the University, the first spine point of the grade is usually offered, unless otherwise agreed.</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, unless otherwise agreed.</p> <p>To view our salary scales visit: http://www.kent.ac.uk/hr-staffinformation/salary/index.html</p>
<p>Annual Leave:</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>For further information, please visit: https://www.kent.ac.uk/hr-staffinformation/documents/conditions-service/Academic-and-research-staff-jul16.pdf</p>
<p>Probation:</p>	<p>For further information, please visit: http://www.kent.ac.uk/hr-staffinformation/documents/policies/probation/academic_probation/1-Academic-staff-probation-policy.pdf</p>
<p>Pension:</p>	<p>You will be automatically enrolled to become a member of USS (Universities Superannuation Scheme).</p> <p>Staff who wish to join the Scheme will 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 8% of salary, while the University contributes 18%.</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 £55,560 p.a. will join automatically and pay core contributions above the salary threshold into this section.</p>



	<p>For further information see: http://www.kent.ac.uk/human-resources/pensions/USS-home.html or the USS website: https://www.uss.co.uk/members/members-home/the-uss-scheme</p>
Mediation Service:	<p>The University of Kent Mediation Service provides an Alternative Dispute Resolution Service to all employees. It is completely free and confidential and offers you a positive, collaborative approach to resolving work-place conflict should it arise; supporting the University's collective interest in encouraging two-way dialogue and discussions, where people are able to jointly find solutions to differences.</p> <p>For further details, please visit: http://www.kent.ac.uk/mediation/</p>
Work Life Balance:	<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>For further information, please visit: http://www.kent.ac.uk/hr-staffinformation/policies/family/flexible-working.html</p>
Childcare:	<p>Oaks Day Nursery (Canterbury Campus):</p> <p>The Oaks Nursery based at the Canterbury Campus is an excellent benefit for staff and a great asset to the University.</p> <p>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.</p> <p>For more information: http://oaksnurserykent.co.uk/</p> <p>Medway Campus:</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: http://www.busybeeschildcare.co.uk/nursery/chatham</p>
Childcare Vouchers and Nursery Salary Exchange Scheme:	<p>Childcare Vouchers</p> <p>The University participates in a childcare voucher scheme, through Busy Bees Benefits Limited, which is a simple straight forward and cost effective way to pay for childcare. Under the scheme part of your salary is 'sacrificed' in exchange for childcare vouchers. As the vouchers are non-taxable and exempt from national insurance contributions significant savings can be</p>



	<p>made on childcare costs. These vouchers can be used to pay towards registered childcare.</p> <p>For further details visit: http://www.kent.ac.uk/hr-staffinformation/policies/family/</p> <p>For further details about the proposed Government Tax-free Childcare scheme, and its impact on childcare vouchers, visit: https://www.kent.ac.uk/hr-staffinformation/policies/family/changes-to-childcare-vouchers.html</p> <p>Nursery Salary Exchange Scheme</p> <p>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>For further details visit: http://www.kent.ac.uk/hr-staffinformation/policies/family/salary-exchange-scheme.html</p>
<p>Relocation:</p>	<p>The University offers assistance with relocation expenses 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> <p>For further details, please visit: https://www.kent.ac.uk/hr-staffinformation/policies/relocation.html</p>
<p>Full Terms & Conditions:</p>	<p>http://www.kent.ac.uk/hr-staffinformation/conditions-of-service/</p>

