PROFESSOR/READER/SENIOR FELLOW APPLICATION FORM



**POSITION APPLIED FOR:**

**PERSONAL DETAILS**

|  |  |
| --- | --- |
| **Name:** |  |
| **Faculty:** |  |
| **Department:** |  |

**REFERENCE**

Please attach a reference[[1]](#footnote-1) that you have obtained from an independent external assessor. Please note that the University will not be obtaining this reference but may wish to contact the assessor regarding information provided in their reference. Please provide their contact details below.

|  |  |
| --- | --- |
| **Name:** |  |
| **Email address:** |  |
| **Telephone No:** |  |
| **Address:** |  |
|  |
|  | **Post Code:** |  |

Please attach a copy of your CV from either Pure or the University CV database together with your letter of application which should be no more than two sides of A4 in Raleway font size 11. The application should clearly demonstrate how you meet each essential attribute, and include a brief statement about your future plans.

**APPLICATION**

Your application must comply with the following criteria and format:

1. You are applying for one role only
2. You have used the essential attributes as subheadings
3. On your CV, you have included page numbers for your outputs where appropriate (e.g. journal papers, professional articles and book chapters)
4. On your CV, you only include outputs which are in print. Do not include those in press, under review, in preparation or planned
5. You include specific details of income generation, making it clear how much money was brought into The University of Winchester. Funders and grant numbers should be stated where applicable, and your specific role in the bid should also be stated
6. In your narrative, you provide specific numbers of successful doctoral completions
7. The relevant declaration below is completed accurately, including dates of meetings with the relevant Director and line manager

**Applicants for Professor (Learning and Teaching) and Senior Fellow in Learning and Teaching should complete the following:**

**DECLARATION**

*I confirm that I discussed my readiness for application with the Director of Academic Quality and Development\* on [insert date]*

*I confirm that I discussed the suitability of my application and the preparation and presentation of the documentation with my line manager on [insert date]*

Signed: *[applicant]* Date:

**Applications for Professor (Research), Professor (Knowledge Exchange), Reader and Senior Fellow in Knowledge Exchange should complete the following:**

*I confirm that I discussed my readiness for application with the Director of Research and Knowledge Exchange\* on [insert date]*

*I confirm that I discussed the suitability of my application and the preparation and presentation of the documentation with my line manager on [insert date]*

Signed: *[applicant]* Date:

This form, together with the documents listed above should be submitted to recruitment@winchester.ac.uk by the advertised deadline. Late applications will not be accepted. The information contained in the application submitted by the deadline is final, with the exception of a late reference where this is unavoidable.

If you have a disability or learning difference that makes the above format difficult, please contact the HR department who will support you with an alternative submission format: recruitment@winchester.ac.uk

\*The Director will discuss your readiness for application through a discussion of your CV in relation to the relevant criteria. They will not read or comment on a draft of your application.

1. Where it is not possible to obtain the external reference prior to the deadline, the application should still be submitted, indicating by email that the reference is outstanding. The University will accept the applicant’s reference up to two weeks before the panel meets. [↑](#footnote-ref-1)