



**Publications Lead, School of Education
Role and Responsibilities**

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| Grade | Ideally academic Level 9 or 10 |
| Duration | Appointed for 2 years in the first instance Fractional appointment: 150 hours |
| Reporting* to: | Director of Research |
| Appointment Process | Normally an internal appointment, at the discretion of the Head of School |
| Role Summary | The Publications Lead works with academic staff to develop the quality of their research outputs, particularly journal articles, research book chapters and research monographs. |
| Responsibilities | The Publications Lead is required to: |
| | 1. Provide advice to academic staff on publishing outlets for their research outputs |
| | 2. Provide academic staff with advice on building a track record in research outputs |
| | 3. Identify R&T staff who need support in improving the quality of their research outputs, particularly as assessed by REF criteria |
| | 4. Develop and implement strategies to provide staff with development opportunities (e.g. workshops, away days, etc.) to improve the quality of their research outputs, particularly as assessed by REF criteria |
| | 5. Represent the School within the University with regard to publications performance |
| | 6. Oversee the work of the REF Publications Managing Editor, including providing advice on suitable Internal REF reviewers and on moderation of REF Reviews of outputs where needed. |
| | 7. Undertake other duties as required by the Head of School. |

* NB: in this context, 'reporting' does not mean line management. Instead, it has the same meaning as School Directors of Learning and Teaching reporting to College Deans of Learning and Teaching