

## **FURTHER INFORMATION FOR APPLICANTS**

### **Director**

**Cambridge Centre for Housing and Planning Research  
Department of Land Economy**

**University of Cambridge**

The Department of Land Economy seeks to appoint a new Director to lead the Cambridge Centre for Housing and Planning Research (CCHPR).

The University of Cambridge is one of the world's oldest and most successful Universities, with an outstanding reputation for academic achievement and research. Sitting within the Department of Land Economy, itself a leading international centre, CCHPR is one of the UK's leading research centres in its field.

The Director of the Cambridge Centre for Housing and Planning Research will have the opportunity to further develop the Centre and its contribution to policy formation and evaluation, its range of funded research and its academic output. This Professorial level post is offered on a part time (0.6 FTE) basis in the first instance, but there is considerable flexibility depending upon circumstances. The appointment will commence on 1 February 2018 (or as soon as possible thereafter) and will be for a period of three years in the first instance, renewable on successful performance.

### **Background**

Founded in 1990, CCHPR is a semi-autonomous research centre within the University of Cambridge's Department of Land Economy, specialising in housing and planning policy and practice. The Centre is entirely self-funded by research contracts, predominantly from central and local government and charities.

The Centre has a team of six researchers (including the Director) and an administrator who work collegially on multiple research projects. The experienced, complementary team work flexibly to fulfil the Centre's commitments to funders, leading on projects or working as part of a project team as required. The majority of projects are bid for and executed by Centre staff but others are collaborative ventures with colleagues in the Department of Land Economy, other University of Cambridge departments or universities as well as with external agencies and consultants.

The Director of CCHPR has overall responsibility for the Centre, reporting to the Head of the Department of Land Economy, Professor Colin Lizieri. The Director's responsibilities include representing CCHPR at a senior level within government and elsewhere both to showcase the work of the Centre and to maintain and expand the flow of new work; leading on research projects and facilitating the projects of colleagues; and providing the lead on the strategic and financial management of the Centre.

The work undertaken by the Centre's researchers is currently clustered around social housing, the private rented sector and housing markets as well as wider planning and housing issues, with an emphasis on housing policy analysis and evaluation. Further details on the Centre's projects, both current and completed, can be found on its website: [www.cchpr.landecon.cam.ac.uk](http://www.cchpr.landecon.cam.ac.uk).

### **Responsibilities of the Director**

The role of the Director is to provide strategic, academic and executive leadership within the Centre. Specific areas of responsibility include:

- providing intellectual guidance on research and analysis
- working to ensure that the levels of funding necessary to sustain CCHPR's activities are secured and maintained
- acting as the 'face' of CCHPR, both within the University of Cambridge and externally
- leading on staffing and other issues relating to the management of CCHPR

The responsibilities are set out in more detail below:

***Strategic responsibilities:***

- engage with housing and planning policy issues and policymakers at local, regional, national and international levels
- secure policy relevant research projects, so contributing to key policy debates
- originate and develop internal and external collaborative groups to pursue research and other interests
- maintain relations with CCHPR's external advisory group
- develop a medium to long term strategic plan for CCHPR
- liaise with the academic staff and senior management within the Department of Land Economy

***Academic responsibilities:***

- provide leadership for CCHPR's research programme
- monitor progress on research projects, overseeing the writing of reports to relevant bodies and liaising with funders
- identify and secure funding for research within CCHPR's core areas of activity, including responding to calls and invitations to tender from government departments and agencies, research councils and other organisations
- support CCHPR's researchers in their own bids for research funding
- collaborate with and support publications of international quality from staff within the Centre
- establish and maintain contacts with related University of Cambridge research centres and departments to encourage and support interdisciplinary research
- write and publish national and international papers on topics relevant to the Director's own specialist subject area
- represent the Centre by attending and presenting at conferences and seminars on the Centre's activities

- involvement in other external academic activities, such as acting as an external examiner for other institutions, participating in peer reviews of publications, reviewing research grant applications and steering group membership of other research projects
- by agreement, supervise postgraduate students at MPhil and PhD levels
- by agreement, contribute to teaching of undergraduate and postgraduate students in Land Economy

***Executive responsibilities:***

- direct the management of the Centre, its finances and staffing
- plan, lead and facilitate regular staff meetings
- participate in relevant committees within the department and faculty
- ensure HR procedures are maintained in accordance with University of Cambridge policy requirements

## Person profile

<b>Requirements</b>	<b>Essential (E) or Desirable (D)</b>
<b><i>The postholder must be able to demonstrate:</i></b>	E
A PhD in a relevant subject or, in exceptional cases, A strong track record of published research in housing and/or planning	E
An international profile in housing and/or planning as evidenced by publications, representation on committees/panels, invitations to speak at conferences, awards, etc.	D
A proven interest in the research issues currently pursued by the Centre's researchers	D
Evidence of the ability to develop innovative research programmes	D
Evidence of the ability to obtain substantial research or similar types of funding	E
Experience of research leadership (organising and leading research teams)	D
Experience of successful management of research or other projects from inception to dissemination	E
Experience of interdisciplinary collaborative research	D
Evidence of successful leadership of a similar sized department or organisation, including strategic development, external relations, staffing and budgeting	D
A successful track record of engagement with policymakers at senior levels of government	E
Excellent organisational skills	E
Excellent interpersonal qualities	E
Excellent communication skills (written, spoken and presentational)	E

## **Conditions of the post**

The Directorship of the Cambridge Centre for Housing and Planning Research is an unestablished post, funded from the Centre's own resources. The postholder will not have any other title or formal teaching role within the Department of Land Economy. Director of Research posts at the University of Cambridge are normally made at a salary level within the Professorial range, pro rata for a part time appointment, although appointment at Reader level may be made available to an exceptional candidate who does not in some way entirely satisfy the academic requirements for the post.

The post is offered for an initial three-year period commencing 01 February 2018. and is part-time in the first instance. Subject to funds raised, the post could become full-time. The postholder would be based at CCHPR's offices in central Cambridge.

The University of Cambridge offers a competitive package of benefits.

## **Equal opportunities**

The University of Cambridge is committed to a policy and practice which require that entry into employment with the University and progression within employment be determined only by personal merit and by the application of criteria which are related to the duties of each particular appointment and the relevant stipend or salary structure. No applicant for an appointment in the University, or member of staff once appointed, will be treated less favourably than another on the grounds of sex (including gender reassignment), marital or parental status, race, ethnic or national origin, colour, disability, sexual orientation, religion or age. If any employee considers that he or she is suffering from unequal treatment on grounds of sex (including gender reassignment), marital or parental status, race, ethnic or national origin, colour, disability, sexual orientation, religion or age, he or she may make a complaint which will be dealt with through the agreed procedure for dealing with grievances.

## **Consultancy Work**

The University's policy on additional consultancy work (i.e. beyond any such work undertaken as an integral part of a research-based role), is that arrangements must be entered into privately between the employee and the organisation concerned. The consultancy work must not interfere with the duties required of the officer under the officer's contract of employment with the University.

Consultancy work is not covered by the University's insurances, even when the University has knowledge that such work is being done. The University must not be regarded as being directly or indirectly involved in any consultancy arrangement through the use of University letterheads, advice

given or work done in the individual's capacity as an employee of the University. Individuals undertaking private or consultancy work are advised to take out personal insurance. Alternatively, professional indemnity cover may be obtained by channelling private work through the University company, Cambridge Enterprise Ltd. Anyone wishing to do so should, in the first instance, contact Cambridge Enterprise at [www.enterprise.cam.ac.uk](http://www.enterprise.cam.ac.uk).

### **Application procedure**

Informal enquiries about the position may be made to Professor Colin Lizieri, Head of the Department of Land Economy, by email at [lehod@hermes.cam.ac.uk](mailto:lehod@hermes.cam.ac.uk) or by phone on +44 1223 337114 or +44 1223 337154.

References for shortlisted candidates will be sought prior to interview.

The closing date for applications is 31<sup>st</sup> January 2018.

Shortlisted candidates will be called for interview in Cambridge in early February 2018.

### **Evidence of right to work**

The University has a legal responsibility to ensure that all its employees have the legal right to live and work in the UK. Therefore, if you are made an offer of employment, this will be subject to the University verifying that you are eligible to work in the UK before you start work.