

development, reward and capability management.

(h) Financial Control:

Plan, manage and control the School's finances, within allocated budgetary resource, ensuring the effective and efficient allocation of resource and to ensure that funds are assigned and used for the purpose for which they are intended.

(i) Internal and External Communications and Liaison:

- (i) Promote a positive image of the School internally and externally;
- (ii) Foster positive working relationships for the School within the Faculty and across the University.

(j) Equal Opportunities, Health and Safety, Data Protection:

Ensure the School's compliance with, and promotion of good practice in relation to, University policy, procedure and guidance on equal opportunities, health and safety, and data protection in respect of students, staff and other relevant parties and any other legislative or regulatory obligation.

Eligibility

8. A Head of School shall be appointed as a member of academic staff and will normally be of Professorial standing. In addition to their duties as Head of School, they will also hold an academic post in their School and will be expected to maintain some teaching and research.

Method of Appointment

9. A Head of School will be appointed by the Vice-Chancellor on the advice of an Appointing Committee. The appointment shall be for an initial period of five years, renewable for a further consecutive period of up to five years.

When a vacancy in a Headship is impending, the Vice-Chancellor shall constitute an Appointing Committee to usually include:

Vice-Chancellor or Deputy Vice-Chancellor (Chair) (in the case of the Dean of the Brighton and Sussex Medical School, will include the Vice-Chancellor or Deputy Vice-Chancellor of Brighton University)
 Deputy Vice-Chancellor
 A Head of School (member of Senate and not the outgoing Head of School)
 Professorial member of the School on Senate (should neither of the two elected School members on Senate be Professors then one should still be appointed to the Committee)
 Up to two other professorial members of the School, as necessary
 An External Assessor (who may be an independent member of Council) determined by the Vice-Chancellor
 Director of Human Resources

Both staff and students from the School will be invited to put forward nominations for any vacancy.

