PERSONNEL SPECIFICATION

Job Title: Director of Postgraduate Research (DPR) 3-year fixed term

Council: Training in Ministry, Union Theological College

Responsible to: The Principal of Union Theological College

Salary: E5: £46,258 - £56,371 (37.5 hours per week)

Location: Flexible working arrangements (as agreed with the Principal of UTC)

CRITERIA

1. QUALIFICATIONS AND KNOWLEDGE

Essential

- A PhD in Theology (or equivalent qualification)
- an understanding of theological education in the Higher Education sector
- an understanding of UK quality assurance processes

Desirable

- Ordained Minister of the Presbyterian Church in Ireland, or eligible for transfer of ordination if called by the Council for Training in Ministry
- A PhD in Biblical Studies
- Evidence of continuous professional development

2. RELEVANT EXPERIENCE

Essential

- At least 5 years' experience of teaching in higher education
- Experience of postgraduate module/programme development, review, and enhancement
- PhD Supervision - a significant contribution to the development of PhD programmes and/or groups, including successful recruitment and excellent supervision of PhD students and examination of research degrees
- Experience in delivering strategic theological education for the global church
- Evidence of academic publication in a relevant field with a clear evidence of a personal research plan that will contribute to the mission of the College.
- Proven administrative ability e.g. organisational skills, report writing etc.
- Experience of promoting and managing positive change
- Experience of effective collaborative team working
- Experience of effective leadership

3. PERSONAL ATTRIBUTES

Essential

- Excellent communicator, written and verbal, in both informal and formal settings
- Well-developed relational skills in both informal and formal settings
- Exemplar in personal and spiritual life of the values of the Church
- Discreet and confidential, as appropriate, in practice
- The ability to inspire, motivate and encourage others
- Ability to work under pressure
- The ability to work co-operatively as part of a team

4. PHYSICAL REQUIREMENTS

Essential

- Health – such as to allow for attendance reliability and work proficiency (reasonable adjustments will be made for those with a disability)

5. SPECIAL CIRCUMSTANCES

Essential

- Evidence of a personal Christian faith in practice and expression, normally demonstrated by active membership of a Christian congregation. (The essential nature of this post requires that the successful candidate be a Christian as provided for under excepted occupations in the Fair Employment Treatment (NI) Order 1998)
- In full sympathy with the doctrinal position and ethos of the Presbyterian Church in Ireland
- Committed to implementing all decisions and policies of the General Assembly
- Respectful of the diversity of the Presbyterian Church in Ireland, including theological diversity
- Willing to be flexible in working arrangements and hours
- Available for travel within Ireland and abroad, related to the duties of the position
- Access to a car for work purposes and willingness to obtain insurance for business use

Desirable

- Willing to subscribe to the Westminster Confession of Faith in terms of the General Assembly's formula:
  "*I believe the Westminster Confession of Faith, as described in the Code (Chapter 1, Pars 12-14), to be founded on and agreeable to the Word of God, and as such I subscribe it as the confession of my faith"*