



HOMERTON COLLEGE
UNIVERSITY OF CAMBRIDGE

Senior Tutor



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Contents

- 03 About Homerton College
- 06 Job profile
- 08 Person specification
- 10 Terms of appointment
- 11 Application process and how to apply





About Homerton College

Homerton has a rich history. It was originally established in Homerton, London in 1768 as a dissenting academy. It later moved to Cambridge, and it received its Royal Charter in 2010, making it the University of Cambridge's newest and largest College.

The past 30 years have seen remarkable change as Homerton has rapidly developed into a forward-looking Cambridge College, fit for the twenty-first century, leading the way in relation to access and widening participation, education, innovation, diversity, and inclusion, and encouraging a commitment to public service.

The College's Principal, Lord Simon Woolley, took up his post in 2021. He has inherited a visionary College, hungry to play its part in the world.

Homerton is a thriving and diverse community of 633 undergraduates, 271 higher degree part-time students, 272 higher degree full-time students, 168 PGCE students, 66 Fellows, and approximately 150 support staff. Over 750 students are residents on site. The College consistently exceeds benchmarks and targets for the admission of socio-economically disadvantaged students and students from ethnic minorities. 75% of UK undergraduates admitted in 2021 were from state schools with 19% from POLAR 1 and 2 postcodes.

Values and purpose

The purpose of the College is to nurture a talented, diverse, open-minded, and principled scholarly community, and thereby to further the University's mission of contributing to society through the pursuit of education and research at the highest levels.

The College's culture and values emphasise inclusivity: both in reaching out to potential students from the widest range of backgrounds, and in ensuring that students from every background feel a sense of belonging at Homerton and that they are welcome and supported. The College believes that equality, diversity, and equity lead to excellence, and works to remove any barriers to full participation in Cambridge life that students may experience.

The staff as well as students remark on Homerton's friendliness and lack of hierarchy.

In 2018 Homerton marked its 250th anniversary with a year-long programme that affirmed its breadth, excellence, and relevance to the needs of global society in the 21st century. This was accompanied by the launch of Homerton Changemakers, an exceptional new co-curricular programme that supports students to develop leadership skills and to contribute positively to the world.

About Homerton College

Governance and emerging priorities

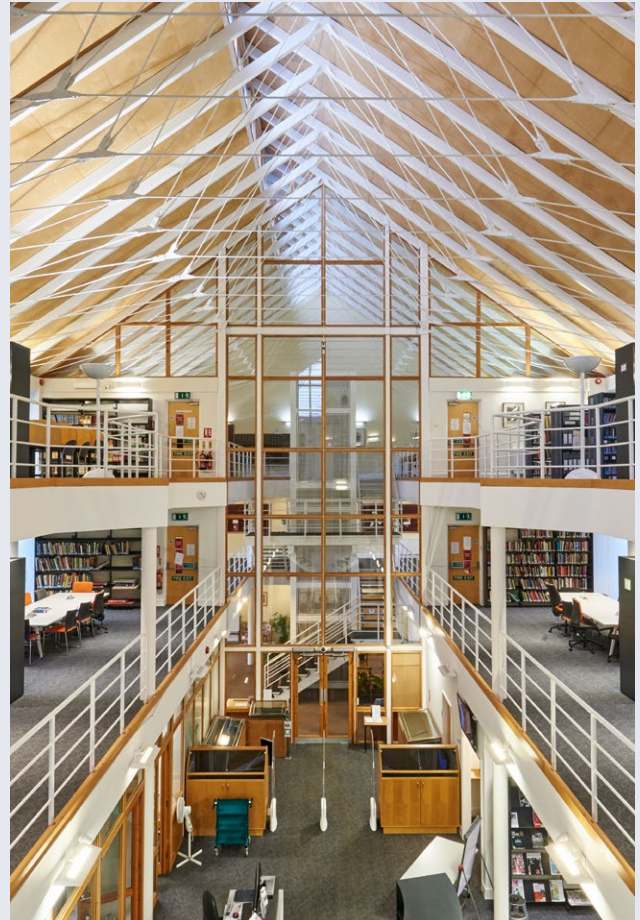
Homerton College is an educational charity established by Royal Charter, and its strategic direction is determined by the Governing Body of the College. The Governing Body regulates the administration and management of the College and is governed by Homerton's Statutes and Ordinances. The Principal chairs the Governing Body, which is advised by a number of sub-committees on particular topics.

The College Council holds responsibility for the day-to-day administration of the affairs of the College. Members of Council are the charity trustees and are responsible for ensuring compliance with charity law. The Council comprises nine Fellows plus the Principal, Vice-Principal, Senior Tutor, Bursar, and two student representatives. The Admissions Tutor and Graduate Tutor also serve as co-opted members of Council.

The College has strong financial foundations, with an investment portfolio of c.£75 million and commercial property assets adjacent to the College valued at £45m, which were completed in 2015. In 2021-22, the College had an operating income totalling £16.4 million and a net worth of £217 million.

Homerton is a values-driven organisation with a clear vision and mission. The College's strategic priorities are:

- Widening participation
- Sustainability
- Nurturing good character
- Hosting big conversations
- Wellbeing
- Diversity of the Fellowship
- Financial stability



Homerton Changemakers

Homerton College has a unique programme – Changemakers – available to all Homerton students that sits alongside their academic degrees. Changemakers is built on the conviction that if each of us know ourselves, develops real skills in being effective in society, and understands the dynamics of the world - power; systems, communication - we have a chance: a chance of achieving meaningful things, of serving others well, and of making valuable contributions in systems that need all the commitment, passion and insight we can bring.

The programme is built around the idea that long-term system transformation is possible with:

- a strong sense of SELF connected to others and places;
- skill in being in SOCIETY with awareness, vision, compassion and effectiveness;
- a pragmatic, powerhouse of cross-disciplinary understanding about our WORLD.

The programme is designed based on research from psychology, leadership, sustainability, anticipation studies, education, community-building, innovation, and business: and on our fifty years of collective experience leading change-making initiatives.

About Homerton College

History

Homerton's origins date back to the late seventeenth century, and the College first acquired premises on Homerton High Street, London. From its creation, the institution has maintained a focus on public service as well as academia, and in 1850 Homerton became solely focused on education and teacher training. In 1894, the College moved to Cambridge, and it became an Approved Society of the University in 1976, before converging with the University in 2001, following a significant period of rebuilding of the site. The College was granted full collegiate status in 2010 and now offers the full breadth of subjects to its students. Homerton remains true to its foundation and shapes graduates who are dedicated to public service and their communities as well as to learning.

Building and grounds

Homerton College has beautiful and expansive grounds towards the South of the city, where it is the closest College to the rapidly expanding Cambridge Biomedical Campus. Its grounds include a large orchard and habitat for wildlife, including the College's honeybees, which produce Homerton's honey. The College brings together Gothic Revival buildings, Arts and Craft architecture, and modern structures in a way that correlates with Homerton's diverse and welcoming approach.

The last 30 years have been characterised by the significant development of the estate. The past seven years have seen the College open a gym and fitness studio; increase its student residences from 661 to 755, with 92% being en-suite; and open a new College bar, an auditorium, and 18 guest bedrooms.

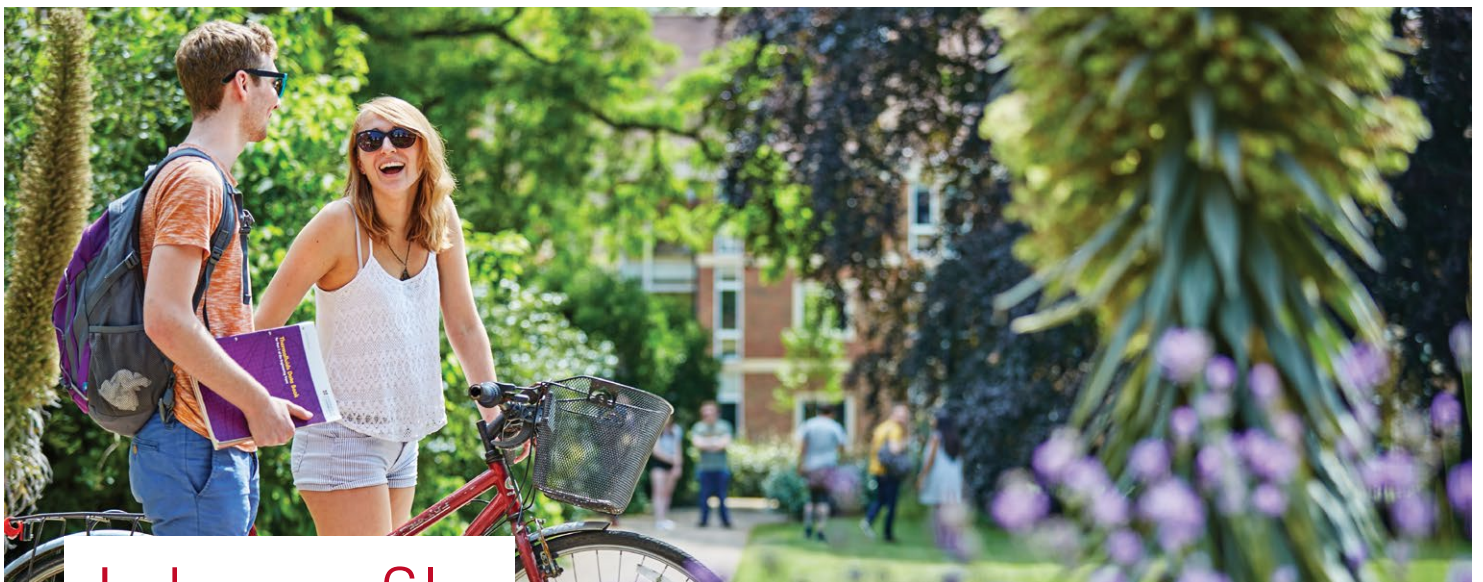
The College's four purpose-built accommodation buildings enable Homerton to offer undergraduate students housing on-site for the full duration of their degree, with additional accommodation provided for graduate students and some live-in Fellows.

April 2022 saw the launch of a new, architecturally-spectacular 330-seat Dining Hall with associated kitchens and servery, a Buttery (café), and a meeting room. In 2022, planning permission was for a new multi-functional 'gateway' Porters' Lodge building at the entrance to the College. These developments were planned in response to a ten-year Estates strategy (2014-2024). The final element of the Estates strategy will be re-imagining the existing Great Hall as a space for the performing arts, receptions, lectures, and conference dinners.

The Library's collections are extensive, and the College Archives include a large and varied collection of documents, photographs, and ephemera.

The College is committed to reducing its carbon footprint, and sustainability is a key priority going forwards. Work has started on a campus-wide masterplan to meet the College's requirements in ways that are commensurate with its commitment to sustainability. This will be a significant undertaking in the next 10 years.





Job profile

The Senior Tutor is the senior academic officer responsible for leading the College's provision of academic excellence across undergraduate and postgraduate learning, for overseeing the management and delivery of all College teaching as well as pastoral support for students, and for the support and guidance of Directors of Studies and Tutors as well as relevant professional staff. Homerton is a large and diverse College, which prides itself on wraparound, person-centred support to enable each student to navigate their own journey through their time with us.

As a senior leader within the College, the Senior Tutor will champion the College's values of openness, mutual respect, equality, and diversity, promoting and safeguarding the prosperity and health of the whole College community. Reporting to the Principal and working closely with the Vice-Principal, Bursar, Deputy Senior Tutor (Wellbeing) and other senior College Officers, the Senior Tutor will lead the academic strategy, ensuring that the College's deep commitment to widening participation, diversity, inclusion, and social impact is entwined with academic excellence and rigour. They will be a strong and compelling advocate for Homerton and the College's academic progress within relevant intercollegiate and University for representing the interests of the College while drawing on best practices to inform our work. The post-holder will bring a clarity of judgment and well-reasoned approach to all University and College academic matters, and demonstrate strong leadership and management skills.

In addition, the Senior Tutor will remain abreast of the requirements of relevant external agencies, horizon scanning for significant developments such that College policies can be adapted and modified as appropriate.

The ideal candidate will be expected to demonstrate an ability to work across academic disciplines; a creative approach to designing systems and processes that will support staff and students; experience working effectively with committees; and to have a flexible style of leadership. They will be an excellent diplomat with a clear sense of personal integrity and personal investment in the College's core values. They will be able to inspire trust and confidence and to command the respect of the Fellowship, College staff, students, and the wider University.

Main duties and responsibilities:

Academic and strategic development

- To lead the development of the College's long-term academic strategy, centring Homerton's values at the heart of the work.
- To convene and Chair relevant College Committees and to advise the College Council on all issues and academic matters arising.
- To represent the College on all relevant intercollegiate and University Committees, raising issues proactively within the College as needed and bringing examples of best practices from across the University.
- To monitor and advise the college on the academic and quality assurance requirements of external agencies and other changes in the wider academic environment, including funding systems.
- Work with the Director of the Changemakers programme to ensure its continued success and strategic development.

Job profile

Admissions

- To lead the strategy for recruitment nationally and internationally and ensure its delivery through the Admissions Tutors, Postgraduate Tutor, and Directors of Studies.
- Maintain an awareness of wider national trends in relation to admissions and their possible impact on the academic mission of College.
- Liaise with colleagues across the University during the admissions exercise.

Student development and support

- Oversee the Deputy Senior Tutor (Wellbeing)'s leadership, providing support and guidance as appropriate.
- Ensure that the College's policies and procedures meet best practices and support the diversity of Homerton's student and staff body.
- Work closely with the Deputy Senior Tutor (Wellbeing) to develop innovative, proactive study skills support programmes.

Line management and operational leadership

- Ensure that appropriate management structures are in place within their areas of responsibility with defined remits and responsibilities.
- Provide line management to the Deputy Senior Tutor (Wellbeing), Postgraduate Tutor, Education Coordinators, Admissions Tutors, Directors of Studies, College Teaching Officers, Librarian and Tutorial Office effectively and in line with relevant College and University policies and procedures.
- Lead the staffing, career development, and retention, and general running of their teams.

Other

- Working through Council and Governing Body at all times, to ensure that the work of the Senior Tutor's office and ensure it is fully integrated into College life and fulfils the ambitions of the College's fellowship and student body.
- Liaise with the University of Cambridge and other Colleges on development matters as necessary.
- Act as a Fellow and Member of the Governing Body.





Person specification

The College is seeking a values-driven individual with a credible academic track record and a clear commitment to both teaching and research, with most or all of the following skills or attributes:

- An understanding of and commitment to the College's core values and purposes as an academic community dedicated to education and scholarship at all levels, from undergraduate study to producing internationally renowned research.
- Strategic vision and significant management experience in relation to people and resources.
- Experience delivering positive change in a complex environment.
- Ability to motivate and engage staff, students and Fellows alike and to work in an open and collaborative way.
- Excellent communication and interpersonal skills.
- Proven success in administration within a university setting.
- Evidence of working well with a diverse range of students.
- Demonstrable ability to work effectively in a complex governance structure with a wide range of people, including academic staff, professional, administrative, and support staff, students and friends of the College, and wider University and intercollegiate stakeholders.
- Well-developed skills and experience in chairing and serving on committees.
- Proven ability to think strategically and show good judgement.



Person specification

Personal qualities

- Commitment to the College's values of openness, mutual respect, equality and diversity.
- Deep empathy with the academic mission and work of the College.
- Collaborative approach.
- Strong intellect.
- Hardworking, energetic and enthusiastic.
- Pragmatic approach with a solutions-focused mindset.
- High level of integrity, motivation and commitment.
- Creative, agile, and innovative.
- Effective team-work skills, appreciating the value of consultation, consensus-building and collective decision-making.





Terms of appointment

Salary, pension and benefits

The salary range for this position is £77,476-£82,180.

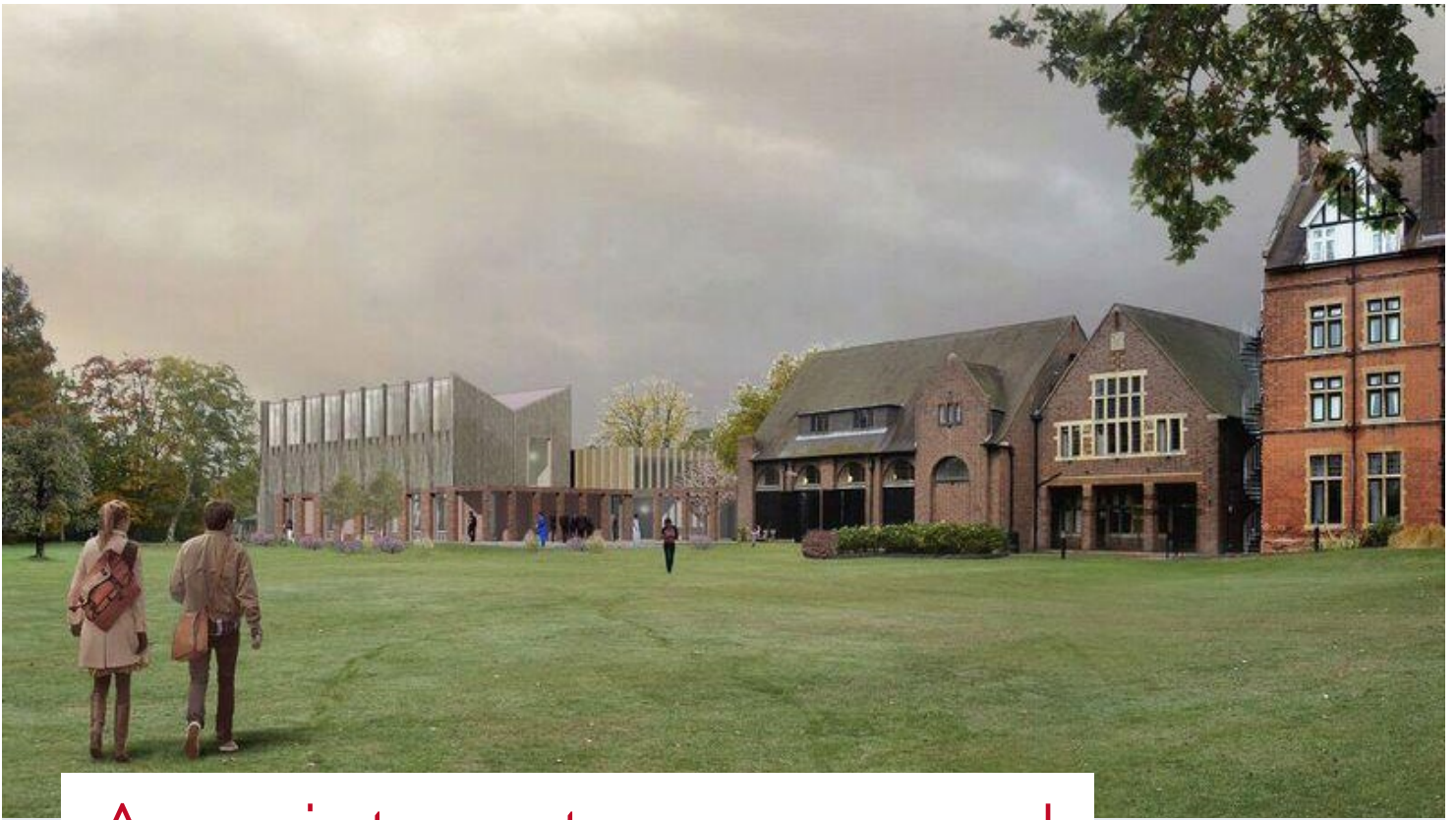
The position is eligible for USS (pension scheme) membership.

The postholder is entitled to 25 days of annual leave (rising to 30 after 5 years of continuous service) plus bank holidays.

The College operates an Employer Justified Retirement Age (EJRA) for Fellows. Their employment will therefore end automatically on 30 September of the academic year in which they reach the age of 67.

Equality of opportunity

The policy and practice of the College require that entry into its employment be determined only by personal merit and fit with the relevant selection criteria. Subject to statutory provisions, no applicant will be treated less favourably than another because of their sexuality, marital status, racial or religious group or disability. Ability to perform the duties of Senior Tutor will be the primary consideration, but other qualities will also be sought, as described in the person specification.



Appointment process and how to apply

Homerton College, Cambridge has retained the services of Perrett Laver to help identify the widest possible field of suitable candidates and to assist in the assessment of candidates against the requirements for the role.

An executive search exercise is being undertaken alongside the public advertisement of the post.

Applicants should submit a full curriculum vitae, including comprehensive details of key achievements and responsibilities, along with a covering letter addressed to The Selection Committee, which fully addresses the competencies summarised in the role description and outlines their interest in Homerton College.

Completed applications should be uploaded at <https://candidates.perrettlaver.com/vacancies/> quoting reference number 6561.

Longlisted candidates will be invited for an initial interview with Perrett Laver beginning of August 2023. The shortlist will be determined in late August 2023. Shortlisted candidates will be invited to visit the College and to attend further interviews at the College beginning of September 2023. The final round selection process will take place mid-September 2023.

Protecting your personal data is of the utmost importance to Perrett Laver and we take this responsibility very seriously. Any information obtained by our trading divisions is held and processed in accordance with the relevant data protection legislation. The data you provide us with is securely stored on our computerised database and transferred to our clients for the purposes of presenting you as a candidate and/or considering your suitability for a role you have registered interest in.

As defined under the General Data Protection Regulation (GDPR), Perrett Laver is a Data Controller and a Data Processor, and our legal basis for processing your personal data is 'Legitimate Interests'. You have the right to object to us processing your data in this way. For more information about this, your rights and our approach to Data Protection and Privacy, please visit our website:

<http://www.perrettlaver.com/information/privacy/>

Please visit the following link in order to find more information about the use of personal information provided by candidates to the College:

<https://www.homerton.cam.ac.uk/about-us/gdpr>



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