



**institute of
development
studies**

**Fellow in the
Digital and
Technology cluster**



**Delivering world-class
research, learning and
teaching that transforms
the knowledge, action and
leadership needed for
more equitable and
sustainable development
globally.**

Director's foreword

Melissa Leach



Six years ago I became Director of IDS, following a long research career in this very special institution. It has been an extraordinarily exciting and successful period, during which the Institute has celebrated its 50th Anniversary and risen to and held number 1 status for Development Studies in the QS World University rankings, as part of our strong partnership with the University of Sussex. We have produced important research findings and impacts around inequality, sustainability, gender, security, taxation, health, food and more, and launched new programmes in areas such as disability, modern slavery, youth employment and religious freedom. This has involved incredible teamwork within and between our 10 research and knowledge clusters and professional staff, in numerous projects with partners all over the world. It has involved developing and applying a unique approach that we have come to term 'engaged excellence', bringing together diverse skills and experiences to generate understandings and evidence that can genuinely inform positive change. It has involved staying financially buoyant in competitive times. And it has involved intense, day-to-day interactions with colleagues, associates, partners, funders, and users of our research, both in the UK and internationally. Recently, it has involved adapting to the Covid-19 crisis, where we have drawn on the Institute's agility, collegiality and strong team work to shift our everyday working practices and navigate extreme uncertainties, while pivoting key aspects of our research and policy work to support the global response and help 'build back better'.

In June 2020 we launched a new five year strategy, 'Transforming knowledge, transforming lives'. This sets out how we aim to respond to the disruptions and shocks of our era in an even more international, collaborative and transformative approach to development research, learning and teaching. Towards our continued vision of a more equitable, sustainable world where people everywhere can live their lives free from poverty and injustice, we are embracing particular commitments to upholding climate and environmental justice; reducing extreme inequities; fostering healthy and fulfilling lives, and nurturing inclusive, democratic

and accountable societies. To do so, we will take forward a set of five strategic priorities. We will collaborate across sciences and disciplines, sectors and communities to do research that brings about progressive change – in and across our research clusters, and through six exciting new Strategic Research Initiatives for which we are mobilising ideas and fundraising. We will build future leadership for development in enriched teaching and professional development programmes. We will champion the use of evidence for social and environmental justice, developing and enact cutting-edge approaches to engagement and impact. We will work with our partners to expand international research and mutual learning networks for development, further ‘decolonising’ our approaches, and developing a series of mutual learning hubs in Pakistan, China, Brazil and Ghana. And we will further strengthen a sustainable, resilient and equitable institution that ‘walks its talk’ with regard to tackling environmental, social and racial injustices.

To achieve these ambitions, we need the right people. Our c. 65 IDS Fellows are the Institute’s core researchers, teachers and leaders, and I’m delighted to invite applications for up to nine new Fellows to add strength, depth and complementary expertise in critical areas. In particular, we are seeking Fellows to join a number of our research and knowledge clusters – Governance; Business, Markets and the State; Cities; Rural Futures; Health and Nutrition; Resource Politics and Environmental Change, and Digital and Technology, and to contribute to new strategic research initiatives in the areas of Climate and Environmental Justice, and the Humanitarian-Development nexus. We are also interested in Fellows positioned to contribute to our international mutual learning hubs, and to strengthen the diversity of our staff. The specific job descriptions give details of the available roles, and the qualities we are seeking for each. Successful candidates will join a vibrant, collegial, consultative Institute at a key moment, and be a part of the next stage of our journey as we implement our 2020–2025 Strategy and beyond. If you think there’s a good fit between your aspirations, expertise and experience, and those we are seeking, we’d love to hear from you.

Message from the Director of Research Peter Taylor



At IDS, we aspire to making a positive difference in the world, helping to tackle the many global challenges that affect us all. As our strategy highlights, we are transforming knowledge and transforming lives. I returned to IDS in 2020 as Director of Research, during what has become a quite extraordinary period. Even in a time of major global disruption, I have been continuously impressed by the calibre of our research, the quality of our partnerships, the robustness of our financial health, and our collective commitment to sustainable development. We acknowledge the importance of relationships in everything we do, and how these shape the confidence and trust we have in each other. We aspire to be engaged, active learners, co-constructing knowledge with a diverse range of partners. We also believe strongly that we achieve the most successful outcomes by working collectively and collaboratively; we move forward best when we travel together. I invite you to consider joining us on this journey as a Research Fellow, and welcome your interest in IDS.

Current Research Fellows



"Working at IDS is an exhilarating experience. It's like being on a rollercoaster: you are working under very high pressure, performing your best for a leading Institute on issues that challenge and motivate you, and give you a real rush of excitement at various turns. At the same time, you feel safe and supported by the most amazing set of like-minded colleagues committed to a diverse and stimulating workplace. It's a big ask to raise funds and deliver on a vast portfolio of projects, but you get a buzz from managing high quality research and teaching. You also collaborate and learn a lot through multi and inter-disciplinary partnerships with a range of stakeholders, including students, from across the world".

Deepta Chopra



"Three things that distinguish IDS from other places that I've worked are the strong culture of collegiality, the wide acknowledgement of the need for inter- and transdisciplinary approaches to solving global challenges, and the commitment to students as being an integral part of the institute's life and work".

Lars Otto Naess



"Some of the things I have enjoyed most about working at IDS are the moving terrain of exciting new ideas that bubble up from different corners of the Institute, the flexibility of the job and the multiple perspectives and disciplines that colleagues bring to IDS. Some of the challenges include the pressure of needing to work on multiple (and sometimes unrelated) pieces of work in order to meet the financial targets. So it is really important to manage this and to get a mentor to talk this through with".

Rachel Sabates-Wheeler



"IDS has been my intellectual home for the last ten years, first as a PhD student and then as staff. Its thriving academic culture, which is powered by its cutting edge interdisciplinary and transdisciplinary research, provides manifold opportunities for professional growth and stimulates 'out of the box' thinking. I love the fact that we have the opportunity to bring our field insights into our teaching activities. We are a diverse community at IDS and I feel privileged to work with and learn from colleagues who span different social, geographical and intellectual backgrounds. What binds us together is a common vision to strive towards social justice in whatever we do. As a self-financed organisation, IDS works in an intensely competitive funding environment, which can be challenging".

Shilpi Srivastava



"Before joining IDS in 2009 I had worked in a number of different settings in the UK and West Africa. Each had its positive points; some really suffered from deficits in leadership and collegiality. IDS is not perfect, but my experience at the institute has been overwhelmingly positive. From my perspective, encouragement, support, and collegiality, plus a strong tradition of critical thinking, are what define IDS. With these, and a successful fundraising campaign, there are few if any limits. This context has enabled me to push my research in entirely new directions. Of course, there are costs, and the imperatives to raise funds, do research, publish, and teach are at times daunting. IDS is not a place for the faint hearted".

Jim Sumberg

About IDS

The Institute of Development Studies (IDS) delivers world-class research, learning and teaching that transforms the knowledge, action and leadership needed for more equitable and sustainable development globally.

Through equitable and sustainable partnerships, we work with governments, philanthropic foundations, non-governmental organisations, academics and civil society to transform approaches to progressive social, political and economic change in ways that ultimately make a difference to people's lives.

We have helped foster innovative new partnerships that have generated millions of dollars in additional tax revenues in Africa that can be reinvested in countries' national development. We have worked to provide solutions to environmental problems that build on local people's knowledge and practices. We have highlighted the role of local communities in bringing an end to deadly epidemics like the Ebola virus. We have nurtured hundreds of exceptional development leaders and champions including political leaders, country Ambassadors and government officials, civil society leaders and entrepreneurs.

Our reputation for research and international outlook is second to none and reflected in our performance in the latest QS World University Rankings where we are ranked first in the world for development studies, together with the University of Sussex. We are also ranked as the number one international development think-tank by the 2019 Global Go To Think Tank Index Report.

For more information go to: www.ids.ac.uk

Job details

Hours per week: Full-time (1.0 FTE) Part time and flexible working considered.

Contract type: Permanent, but secondments will be considered

Salary Grade 7, 9 and 10

IDS Grade 7, £36,810 – £48,654 per annum

IDS Grade 9 £58,966 – £67,741 per annum

IDS Grade 10 £69,594 to circa £95k per annum

Grade subject to skills and experience

Reporting to: The Cluster Leader.

Closing date: 27 September 2020, 23.59 BST

IDS is committed to eliminating discrimination, and to embedding and supporting equality, diversity and inclusion among our workforce, in our work and in all our activities.

We welcome applications from all sections of the community, irrespective of background, belief or identity and particularly encourage applications from groups which are underrepresented in our workforce. This includes people from Black, Asian and Ethnic Minority backgrounds.

We recognise the benefits and importance of an environment that supports flexible working and are open to conversations about this throughout the application process.

Digital Cluster

Advancing knowledge, shaping policy and inspiring practice on digital development is critical to achieving our vision of a more equitable and sustainable world, where people everywhere can live their lives free from poverty and injustice.

The digital revolution has ushered in transformative changes to the ways we communicate and organise, with cascading effects across social, economic and political spheres. Mobile phones and internet technologies are being used positively by women and marginalised groups to access information resources, increase their agency and well-being, and to influence policy and political change. However, the same technologies are also used for surveillance, distortion of democratic discourse and to dampen dissent by civil society.

Our cutting-edge research and analysis on the reality of digital development provides insights and ideas for policymakers and practitioners within development and humanitarian organisations seeking to better understand and realise the promise of the digital revolution for poor and marginalised communities.

Overall Purpose of the role

The IDS Digital and Technology Cluster is looking for Fellows to support our work on the following themes;

- **Gender and technology:** Mobile phones and other ICTs can contribute to women's economic and political empowerment, but the same technologies are often sites of gender exclusion and online violence. Our research looks at these barriers and the pathways to women's active participation in digital economies as creators, innovators and entrepreneurs.
- **Innovation and 'frontier technologies':** Frontier technologies hold the potential to rapidly address large-scale economic, social or political challenges. However they may also involve the displacement of existing livelihoods and social relations and so carry considerable uncertainty and risk. If technology choices in international development are to be based on more than vendor and media hype then new sources of digital and technology expertise must urgently be made available to development decision-makers.

- Digital citizenship: New digital public spheres are opening up online, often in response to the closing of offline civic spaces. This is becoming the new frontier on which development policy debates and narratives are being formed. We explore new ways to accelerate innovation in the field of digital citizenship to enable the democratic potential of ICT to amplify citizen voice to be realised.

We are seeking a Fellow to contribute to the cluster's work on the implications of Algorithms, big data and artificial intelligence for international development, including how to understand these changes from an intersectional feminist perspective.

We are either looking to attract a good Post-Doctoral level person who has expertise in one of our Cluster Themes or a highly experienced researcher who is already a thought leader in our field – someone who has worked both in Academia but also in policy spaces.

Please refer to the job description/grade below that is relevant to your skills and experience and tailor your application form accordingly.

Please note there is one role available.

Grade 7 Fellow job description

Research

- Develop research projects and proposals related to IDS strategic themes and the core interests of their cluster.
- Conduct individual or collaborative research projects.
- Identify sources of funding and contribute to the process of securing funding.
- Support the development of new research agendas.
- Continually update knowledge and understanding related to focal interests.

Liaison and networking

- Participate in and develop external networks, for example to identify sources of funding, build relationships for current and future activities, and enhance research impact .
- Develop links with external contacts to foster collaboration and partnerships.
- Promote the work of the Institute both nationally and internationally.

Communications

- Contribute to the production of academic publications, research reports and IDS Bulletins (a minimum of one significant international quality publication per year).
- Disseminate conceptual and complex ideas to a wide variety of audiences using appropriate media and methods to promote understanding.
- Contribute to IDS blogs, and social media, produce opinion pieces, and participate in media interviews.

Teaching and learning

- Contribute to IDS teaching and training activities in focal areas of interest, including doctoral student supervision, MA programmes and short courses (please note that IDS Fellows are not expected to carry as great an academic teaching load as they would in a more conventional University appointment).
- Transfer knowledge in the form of practical skills, methods and techniques.

- Develop own teaching materials, methods and approaches with guidance.
- Challenge thinking, foster debate and develop the ability of students to engage in critical discourse and rational thinking.
- Translate knowledge of advances in the subject area into the content of MA programmes.

Collegiality

- Participate in cluster and Institute activities as required.
- Liaise with colleagues and students.
- Build internal contacts and participate in internal networks for the exchange of information and to form relationships for future collaboration.
- Act as a responsible group member and develop productive working relationships with others.
- Act as a referee and contribute to peer assessment.
- Act as a mentor to peers and colleagues.
- Contribute to essential internal committees and working groups within the Institute as appropriate.
- Belong to external research councils, boards and assessment committees for the wellbeing of the Institute.

Funding

- All IDS Fellows are responsible, either individually or collectively, for raising sufficient funds to meet their annual income target, currently 180 days. This is generally developed through a combination of internal work (e.g. teaching) and external work (such as research and consultancies).

Person Specification

Successful candidates will clearly and explicitly demonstrate their experience and ability to raise research funds which will support salary and overheads costs through research, teaching and policy advisory work.

Requirement	Essential	Desirable
Qualifications	PhD or exceptionally, equivalent research experience.	
Knowledge	Expertise in an area of development studies that builds on or complements IDS research as set out in attached information. Expertise in conducting policy-focused research.	Expertise in theory, methods or practice related to learning and pedagogy. Evidence of proactive contribution to the management of an institute such as IDS.
Skills	Highly fluent in written and spoken English. Theoretical and applied skills relevant to the analysis of and engagement in development. Interpersonal and cross-cultural skills and ability to apply these in work with overseas partners. Research management skills. Teaching skills. Presentation skills.	

Experience	<p>Experience of research in one or more of our key strategic themes.</p> <p>Exceptional research record and evidence of publishing.</p> <p>Postgraduate supervision experience.</p> <p>Demonstrated success in obtaining grants, research awards and consultancies.</p> <p>Primary research in developing countries.</p>	<p>Postgraduate teaching experience.</p> <p>Practical experience in the field.</p> <p>Research co-ordination and managing collaborative teams.</p> <p>Experience of successful curriculum design or re-design.</p> <p>Significant experience of supervising postgraduate students.</p>
Attributes	<p>Interest in partnership approaches.</p> <p>Interest in engaging research with practice and policy.</p> <p>A capacity to work in a multidisciplinary team.</p> <p>Ability to work both independently and in collaboration with development actors and institutions.</p> <p>An emerging international reputation in the field of study.</p> <p>Ability to exercise a high degree of innovation and creative problem solving.</p>	
Health/other	<p>Willingness and ability to travel overseas as required (as part of on-going research projects and consultancies).</p>	

Grade levels at IDS

Key area	IDS Grade
	Grade 7
Publications	Potential to produce publications which represent substantial original work and which adds value to the field.
Research	Participation in research activities.
Teaching	Participation in teaching activities and programmes.
Academic Reputation	Evidence of a developing reputation including participation in conferences.

Grade 9 Fellow job description

Principal Accountabilities

- 1. Research:** To engage in high-quality research activities, individually, collaboratively and with external partners, resulting in high-quality publications at acceptable levels of volume and academic excellence; to lead research projects or research initiatives within and across clusters; to secure research funding; and to contribute to the main and affiliated Cluster's research strategy.
- 2. Engagement, influence and impact:** To actively initiate, develop and lead in key relationships and networks that ensure that research influences policy and practice, locally, nationally and internationally, and contributes to the Institute's strategic goals.
- 3. Teaching and Learning Support:** To provide academic leadership and contribute to the design and delivery of high-quality teaching programme across the Post Graduate Teaching, Post Graduate Research and short course portfolio.
- 4. Collegiality:** To support the leadership and management activities of IDS, support and mentor colleagues, and undertake a key role IDS working groups or committees, as required.
- 5. Fundraising:** All IDS Fellows are responsible, either collectively or individually, for raising sufficient funds to meet their annual income target of 180 days.

Key Responsibilities

1 Research

1.1 Contribute to the development of Cluster research strategies and themes.

1.2 Carry out independent research and act as a Principal Investigator or project leader on major research projects. This may involve leading and line-managing the staff including their recruitment, probation, mentoring, and performance review and staff development; overall responsibility for programme/project budgets and expenditures, and taking responsibility for the delivery of the programme.

1.3 Develop proposals for major research projects, which will make a significant impact, and lead to an increase in knowledge or understanding or the development of new explanations, insights, concepts or processes.

1.4 Produce high-quality research outputs that have significant impact in the field, for publication in monographs or recognised high-quality journals, or performance/exhibition, as appropriate, and make a significant contribution to the field at acceptable levels of volume and academic excellence.

1.5 Provide academic leadership and support to those working within relevant research areas.

1.6 Generate income on a sustained basis both individually and collectively, for self and others.

1.7 Actively build internal and external contacts, and play a key role in internal networks and relevant external networks in order to, for example, identify sources of funding, and build relationships for future activities.

1.8 Play roles in relevant national academic or disciplinary/interdisciplinary professional and peer review bodies and committees taking part in recognised events organised by these as appropriate.

1.9 Conduct risk assessments and take responsibility for the health and safety of others, if required.

2. Engagement, influence and impact

2.1 Work with colleagues and partners to ensure that research engages with change agents (international, national or local, across public, private and civil society sectors as appropriate) positioned to make a practical difference to development outcomes, impacting on key debates, choices and decisions by policy makers and or practitioners. Participate at a senior level in shaping and taking forward agreed pathways to research impact.

2.2 Identify and take forward opportunities for engagement and influence in policy or practice, for example through advisory work, convening events or networks, or co-designing research activities.

2.3 Communicate research outputs in a policy- or practice-relevant way including making presentations at national or international conferences or exhibiting work in other appropriate events of a similar standing, and identifying ways to disseminate research outputs informally via the internet, the media and other forms of public engagement.

2.4 Play a role in policy-making bodies or civil society relevant to research interests and expertise.

3. Teaching

3.1 Lead the innovative design, development and delivery of programmes of Post Graduate Teaching and short courses.

3.2 Supervise PhD students, ensuring that they have a quality experience that links well to individual or Cluster research interests.

3.3 Set, mark, and assess coursework and examinations; select appropriate assessment instruments and assessment criteria; and provide constructive and comprehensive feedback to students.

3.4 Actively maintain an understanding of appropriate pedagogy in the subject area.

3.5 Provide academic leadership to those working within programme areas, e.g. as a course leader.

3.6 Adopt an approachable and accessible attitude towards students, offering office hours, informal advice etc.

4. Collegiality

4.2 Chair and/or play a key role in Institute working groups or committees, as required.

4.3 Undertake a managerial, administrative or organisational role within the Institute.

4.4 Advise, mentor and provide support to less experienced colleagues, and conduct Performance Appraisals, as required.

This Job Description sets out current duties of the post that may vary

from time to time without changing the general character of the post or level of responsibility entailed.

Person Specification

Essential Criteria

1. Normally educated to doctoral level, or other equivalent qualification, or appropriate level of experience, as appropriate to the discipline (see role-specific criteria below).
2. Expertise in an area of development studies that builds on or complements IDS research.
3. Expertise in conducting policy focused research, including experience of carrying out primary research in developing countries.
4. Ability to lead and manage a major research programme.
5. Track record of significant and high-quality publications in reputable journals and other appropriate media of similar standing.
6. Successful track record of generating research and knowledge exchange income, and the translation of research results into practice.
7. Theoretical and applied skills relevant to the analysis of and engagement in Development research and an ability to work in a multi-disciplinary environment.
8. Significant experience of high-quality teaching at undergraduate and postgraduate level.
9. Experience of successful curriculum design or re-design.
10. Significant experience of supervising postgraduate students.
11. An emerging international reputation in the field of study.
12. Evidence of proactive contribution to the management of an institution such as IDS.
13. Excellent presentation skills, with the proven ability to communicate effectively, both orally and in writing, with students, colleagues and external audiences.
14. Leadership and people management skills.
15. Ability to exercise a high degree of innovation and creative problem-solving.
16. Excellent organisational and administrative skills.
17. Ability to prioritise and meet deadlines.

Essential role-specific criteria

We are looking for people who have made a significant impact or have been formative thinkers in the field of ICT4D, digital development or related fields.

We also welcome candidates who have made a significant contribution in ICT Policy spaces and debates, or in relevant NGOs or activist organisations.

Grade 10 Professorial Fellow job description

Role description

Professorial Fellow is the most senior research and teaching position at the Institute. Post-holders are expected to show high academic standing, to make a broad and sustained contribution to their field and discipline nationally and internationally, and to demonstrate sustained exceptional performance in research and policy influence. They will demonstrate leadership and excellence in research, engagement with policy and practice, and usually teaching and learning, secure research funding for themselves and others in their research field, and significantly contribute to the leadership, strategic direction and reputation of the Institute. The term professorial fellow denotes a role, but not the formal title of professor which is awarded by the University of Sussex.

Principal Accountabilities

- 1. Research:** To engage in high-quality research activity resulting in high-quality publications at acceptable levels of volume and academic excellence; to lead major research projects, programmes and centres and build research groups; to consistently secure research funding including for others, and to play a key role in the development and implementation of the main and affiliated Cluster's research strategy.
- 2. Engagement, influence and impact:** To actively initiate, develop and lead at a high level in key relationships and networks that ensure that research influences policy and practice, locally, nationally and internationally, and contributes to the Institute's strategic aims.
- 3. Teaching and Learning:** To provide academic leadership and a significant contribution to the design and delivery of innovative and high-quality teaching programmes across Post Graduate Teaching, Post Graduate Research and the short course portfolio. Most professorial fellows will expect to contribute to teaching and learning in these ways although this is not a strict requirement of the role.
- 4. Collegiality:** To provide guidance, support and mentoring to junior members of staff working in the same or cognate research areas;

and to play a key leadership role in shaping the strategic direction of the Institute.

- 5. Fundraising:** All IDS Fellows are responsible, either collectively or individually, for raising sufficient funds to meet their annual income target of 180 days. Professorial fellows are expected to raise funds on an ongoing basis also to support junior colleagues and partners, and to contribute to fundraising efforts that support broader Institute strategy.

Key Responsibilities

1. Research

1.1 Act as a leading authority in the field or specialism, developing new knowledge, understanding and innovation in the area.

1.2 Play a leading role in the development and implementation of the Institute's research strategies and themes, and lead and co-ordinate research activity in own subject.

1.3 Lead and co-ordinate the development of major projects and proposals for own or joint research, research collaboratively with other IDS Fellows and external partners. This may involve leading and line-managing the staff including their recruitment, probation, mentoring, and performance review and staff development; managing the budget, and taking responsibility for the delivery of the programme.

1.4 Produce high-quality research outputs that are original and world-leading in the field, for publication in monographs or recognised high-quality peer reviewed journals, or performance/exhibition, as appropriate, and make a significant contribution to the field at acceptable levels of volume and academic excellence.

1.5 Lead and develop internal and external networks to foster collaboration on both an individual level and on behalf of others in the Institute, share information and ideas, influence external research and the policy agenda, and promote the subject and the Institute, both nationally and internationally.

1.6 Generate income on a sustained basis and at a scale that has the potential to support a wider team or centre.

1.7 Provide academic leadership, mentoring, and inspiration to those working within own research area, and foster inter-disciplinary and cross cluster working.

1.8 Develop and maintain an independent research reputation by, for example, serving on or chairing peer review committees or professorial appointment committees in other institutions, and acting as a referee for journal articles and research grant applications.

1.9 Play a significant role in a relevant national academic or disciplinary/interdisciplinary professional body or take part in recognised events organised by such bodies.

2. Engagement, influence and impact

2.1 Work with colleagues and partners to ensure that research engages with change agents (international, national or local, across public, private and civil society sectors as appropriate) positioned to make a practical difference to development outcomes, impacting on key debates, choices and decisions by policy makers and or practitioners. Devise and participate at a senior level in shaping and taking forward agreed pathways to research impact.

2.2 Identify and take forward opportunities for high-level engagement and influence in policy or practice, for example through taking up invitations for major advisory work, convening influential events or networks.

2.3 Lead-author key national or international policy reports.

2.4 Chair or participate in major research or policy advisory bodies.

2.5 Communicate research outputs in high-level fora nationally or internationally, including a policy- or practice-relevant way including making presentations at national or international conferences or exhibiting work in other appropriate events of a similar standing, and identifying ways to disseminate research outputs informally via the internet, the media and other forms of public engagement.

3. Teaching & Learning

3.1 Lead the innovative design, development and delivery of the curricula for Post Graduate teaching and Research and short courses.

3.2 Provide academic leadership and inspiration to those teaching within subject area.

3.3 Set, mark, and assess work and examinations; select appropriate assessment instruments and criteria; and provide constructive and comprehensive feedback to students.

3.4 Actively maintain an understanding of appropriate pedagogy in the subject area.

3.5 Supervise PhD students and/or externally-funded post-doctoral staff, build and lead a group of PhD students.

4. Collegiality

4.1 Chair Institute committees and working groups, and participate in Institute decision-making and governance.

4.2 Undertake a key leadership role.

4.3 Undertake additional administrative duties, as required.

This Job Description sets out current duties of the post that may vary from time to time without changing the general character of the post or level of responsibility entailed.

Person specification

Essential criteria

1. Educated to doctoral level in a relevant discipline (see role-specific criteria below).
2. In-depth knowledge of specialism to enable the development of new knowledge, innovation and understanding in the field.
3. Excellent interpersonal skills.
4. Excellent presentation skills, with the proven ability to communicate effectively, both orally and in writing, with students, colleagues and external audiences.
5. Significant experience of high-quality teaching postgraduate level and professional levels.
6. Successful track record of innovative curriculum design or redesign.
7. Significant track record of influential publications in reputable

- journals and other appropriate media of similar standing.
8. Experience of successfully leading large externally-funded research projects.
 9. An international reputation in the field of study.
 10. Successful track record of supervising postgraduate students.
 11. Evidence of proactive contribution to leadership and management of IDS or current organisation.
 12. Leadership and people management skills.
 13. Ability to exercise a high degree of innovation and creative problem-solving.
 14. Commitment to collegiality and inter-disciplinary working.
 15. Excellent organisational and administrative skills.
 16. Ability to prioritise and meet deadlines.
 17. A willingness to participate in support activities beyond normal teaching duties.
 18. Excellent IT skills, with the ability to produce high-quality learning support materials.

Essential role-specific criteria

We are looking for people who have made a significant impact or have been formative thinkers in the field of ICT4D, digital development or related fields.

We also welcome candidates who have made a significant contribution in ICT Policy spaces and debates, or in relevant NGOs or activist organisations.

Information to candidates

- IDS has a values-driven, non-hierarchical culture, in which formal organisation and roles are embedded in an ethos of strong interaction between groups, engaged and facilitatory leadership including by the Director and Director of Research, and inclusive participation in decision-making. All Fellows have opportunities to contribute to the Institute's strategies, policies and decision-making, through membership of the All-Staff Forum, the Research and Teaching Forum, and sub-committees and task-based working groups, as appropriate.
- All roles are ongoing contracts.

The Recruitment Process

Subject to the number and quality of applications received, you may be contacted by the Institute and requested to provide copies of your publications as part of the shortlisting stage.

If you are successfully shortlisted you will then have an initial telephone interview with the Cluster Leader and one or two others (max of 3). The telephone interviews will enable a decision on a final short list of candidates to be invited to attend an interview procedure. If you are invited to attend an interview, as part of the interview process, you will be asked to give a presentation to the appointing panel and team members, details of which will be provided. You will also be asked to provide a short biography/profile of about one paragraph to share with those attending the presentation.

References will be sought from those attending interviews, to be provided to the interview panel on the interview day.

Please note, confidentiality of candidates is respected throughout the selection and interview process and so the application forms and references will only be shared with those on the short listing or interview panel.

Benefits

At IDS we offer a number of benefits to staff. These include:

- a competitive salary, including cost of living awards and incremental increases on an annual basis as per policy and the option to join our pension scheme. Please see www.uss.co.uk for more details.
- a reward and incentive scheme for Fellows.
- a commitment to flexible working: available to all staff and includes part time, home working options, career break scheme and leave of absence.
- cycle to work scheme.
- support in attainment of a relevant professional qualification in line with the Professional Development Policy.
- childcare voucher scheme and childcare fund.
- competitive maternity and paternity policies that offer compensation above the statutory minimum.
- 24 days annual leave per year (pro-rata for part-time), plus public holidays and up to 6 non-negotiable closure days, plus annual leave purchase scheme.
- enhanced sickness pay entitlements.
- an employee assistance programme.
- support with relocation costs for staff joining us from outside the EU
- eligibility to use the University of Sussex gym and sporting facilities at staff rates.

Location

The successful candidate will be based at the Institute of Development Studies on the University of Sussex campus. The University of Sussex is located 10 minutes away from the lively and cosmopolitan seaside city of Brighton on the UK South Coast, 60 minutes away from central London, 30 minutes away from London Gatwick Airport and is surrounded by the beautiful countryside of the Sussex South Downs. Situated between the sea and the South Downs, Brighton is one of the most vibrant and unique cities on the South Coast, for more information please go to: www.visitbrighton.com/



Delivering world-class research, learning and teaching that transforms the knowledge, action and leadership needed for more equitable and sustainable development globally

Cover image: In the long, narrow Terai Arc landscape, which spans nearly 20,000 square miles of southern Nepal and northern India, women are increasingly becoming guardians of the environment on which they rely for food, water and shelter. ©James Morgan

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