1. **PERSONAL DETAILS**

|  |  |
| --- | --- |
| Surname only |  |
| Staff ID number: |  |

1. **CURRENT POSITION**

|  |  |
| --- | --- |
| Current post & grade: |  |
| Date of appointment to current post: |  |
| Institute: (if applicable): |  |
| School: |  |

1. **EMPLOYMENT HISTORY (Reverse chronological order)**

|  |  |  |
| --- | --- | --- |
| Post and employer  (include brief description of duties) | From | To |
|  |  |  |
|  |  |  |

1. **QUALIFICATIONS (Educational and Professional) (Reverse chronological order)**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Date | Title of award | Subject | Class | Awarding body |
|  |  |  |  |  |
|  |  |  |  |  |

1. **MAJOR HONOURS & DISTINCTIONS**

|  |  |
| --- | --- |
| Honour/distinction | Date awarded |
|  |  |
|  |  |

1. **TEACHING ACTIVITY**

**(a) Teaching responsibilities for the last academic year**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Year: |  |  |  |  |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Programme/Module (and code) |  |  |  |  |
| Degree title (and code) |  |  |  |  |
| Students UG/PG: |  |  |  |  |
| Year of study: |  |  |  |  |
| Numbers: |  |  |  |  |
| Contact hours overall (include face to face and/or online teaching) |  |  |  |  |
| My contribution: |  |  |  |  |
| Teaching & assessment responsibilities: |  |  |  |  |
| Additional comments |  |  |  |  |

**(If you require more columns, please paste a copy of the table above here)**

**(b) Summary of Teaching & Education Responsibilities in the two Academic years prior to a) above**

|  |  |
| --- | --- |
| Year: |  |

|  |  |
| --- | --- |
| Programme/Module | My contact hours (include face to face and/or online teaching) |
|  |  |

|  |
| --- |
| Comments **(Word limit 250)** |
|  |

|  |  |
| --- | --- |
| Year: |  |

|  |  |
| --- | --- |
| Programme/Module | My contact hours (include face to face and/or online teaching) |
|  |  |

|  |
| --- |
| Comments **(Word limit 250)** |
|  |

| **c) Summary of significant personal achievements in education and teaching (Word limit 250)** |
| --- |
|  |

1. **POSTGRADUATE SUPERVISION**

**a) Number of students**

|  |  |  |  |
| --- | --- | --- | --- |
| Degree | Current | Completed | Total to date |
|  |  |  |  |
|  |  |  |  |

**b) Details of the three most recent higher degree students supervised to completion**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | Student | Degree and title of thesis | Start date | Completion date |
| **1** |  |  |  |  |
| **2** |  |  |  |  |
| **3** |  |  |  |  |

1. **RESEARCH ACTIVITY**

| **a) Summary of current research (Word limit 250)** |
| --- |
|  |

| **b) Summary of research in the previous three years (Word limit 250)** |
| --- |
|  |

| **c) Summary of significant personal achievements in research (Word limit 500)** |
| --- |
|  |

**d) Research grants and contracts – Please attach a copy of your PURE data with your application form. By attaching you confirm that the data is accurate at time of application.**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Dates | Award holder(s) | Funding body | Title | Indicate if you are the Principal Applicant or a Co Applicant | Total Value of award | Applicant contribution (if appropriate) |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |

1. **PUBLICATIONS**

All of your publications in chronological order with pagination details. With multiple authorship, if one is the main author, that author's name appears in Italics. Please type **your ID number in place of your full name** in **Bold.** Please list by Author(s), publication title, place of publication, publisher, date of publication, number of pages.

* Please star (\*) in the left margin what you consider were especially significant publications.
* Please enter a 'T' against those related specifically to publications about teaching.

|  |
| --- |
| Books – Authored |
|  |
| Books - Edited |
|  |
| Books - Short Works |
|  |
| Conference Contributions - Refereed |
|  |
| Conference Contributions - Other |
|  |
| Departmental/Research Working Papers |
|  |
| Edited Works: Contributions |
|  |
| Editorships - Journal |
|  |
| Editorships - Newsletter |
|  |
| Journal Letters |
|  |
| Journal Papers - Academic Journals |
|  |
| Journal Papers - Professional Journals |
|  |
| Journal Papers - Popular Journals |
|  |
| Official Reports: Whole Report |
|  |
| Official Reports: Part of Report |
|  |
| Review Articles in Academic Publications |
|  |
| Reviews of Single Academic Books |
|  |
| Other Publications – Research |
|  |
| Other Publications - Research Equivalent |
|  |
| Other Media - Research : All Produced by Author |
|  |
| Other Media - Research : Part Produced by Author |
|  |
| Other Media - Research Equivalent: All Produced by Author |
|  |
| Other Media - Research Equivalent: Part Produced by Author |
|  |
| Exhibitions - Solo |
|  |
| Exhibitions - Group |
|  |
| Design Practice |
|  |
| Commissions |
|  |
| Public Appearances (research-related only) |
|  |
| Consultancy |
|  |
| Citations |
|  |
| Web sites/Web site design/CD-ROM |
|  |
| Other |

1. **CONTRIBUTIONS TO LEADERSHIP, MANAGEMENT & ENGAGEMENT**

A summary of significant contributions to the development and running of the University.

**a) Institute / School/University**

|  |  |
| --- | --- |
| Dates | Nature of contribution **(Word limit 150)** |
|  |  |

1. **CONTRIBUTIONS TO ENTERPRISE**

|  |  |
| --- | --- |
| Dates | Nature of contribution **(Word limit 150)** |
|  |  |

1. **STAFF DEVELOPMENT AND TRAINING**

**a) Staff development and training activities undertaken**

Over the last three years (including current year) plus any significant activities in previous years.

|  |  |  |
| --- | --- | --- |
| Dates | Activity | Hours |
|  |  |  |
|  |  |  |

**b) Staff development and training activities coordinated, tutored, led or initiated**

Over the last three years (including current year) plus any significant activities in previous years.

|  |  |  |
| --- | --- | --- |
| Dates | Activity | Hours |
|  |  |  |
|  |  |  |

**c) Conference attendance**

Major conferences attended over the last three years (including current year) plus any significant participation in previous years.

|  |  |  |
| --- | --- | --- |
| Dates | Title | Nature of involvement |
|  |  |  |
|  |  |  |

**d) Study leave and leave (including study leave/sabbatical)**

Taken over the last three years (including current year).

|  |  |
| --- | --- |
| Dates | Purpose |
|  |  |
|  |  |

**e) Activities and achievements**

In the most recent period of leave including study leave/ sabbatical.

|  |  |
| --- | --- |
| Dates | Purpose |
|  |  |
|  |  |

1. **ACADEMIC AND PROFESSIONAL ACTIVITIES OUTSIDE THE UNIVERSITY**

| Details for the last three years (including current year) together with a summary of significant activities in previous years. **(Word limit 500)** |
| --- |
|  |

1. **MEMBERSHIP OF PROFESSIONAL AND LEARNED SOCIETIES (Word limit 250)**

|  |
| --- |
|  |

1. **OTHER RELEVANT INFORMATION (Word limit 250)**

|  |
| --- |
|  |