

Recruitment to Academic Faculty Policy

1. This paper sets out the policy of Walbrook on recruitment to the faculty.

Definitions

- The Walbrook academic community comprises those involved in shaping, sharing, applying, and circulating knowledge and understanding in line with the organisation's values and objectives. It's the community of scholars across the organisation.
2. The academic faculty is a subset of the academic community including those with teaching responsibilities.

Context

- Recruitment to the academic faculty is an ongoing process, shaped by demand within specific modules and programmes. However, recruitment is also proactive, identifying highly qualified and experienced individuals who will be an asset to academic life of Walbrook.

Aims

3. This policy aims to set down the principles under which new members of the academic faculty are recruited, and the arrangements referring to recruitment and induction.

Principles

- Academic faculty members should ideally hold postgraduate qualifications and have relevant industry experience. In addition, members of the faculty should have experience of teaching in higher education, and a recognised qualification, ie. an Advance HE fellowship, a Postgraduate Certificate in Higher Education (PGCHE), or an equivalent teaching qualification. Exemptions from this qualification may be granted by the Academic Dean for those with significant teaching experience; those individuals will be required to obtain an appropriate teaching qualification or Advance HE Fellowship within 12 months of their appointment

Arrangements

4. Prospective members of the academic faculty interested in working at Walbrook may apply, usually by responding to an advertisement.
 - a. Initially applications will be shortlisted by either HR Recruitment or an HE Manager.
 - b. Applicants will then be interviewed:
- Permanent Faculty: by a panel which should include at least 2 of the following (Academic Lead, Academic Dean, and Head of Teaching and Learning Excellence) together with a member of staff from another department. They are then required to deliver a short lecture to an audience formed of faculty and students. A decision will be made by the Academic Lead, or the Academic Dean and the Head of Teaching & Learning Excellence.

- i. Associate Faculty: by the Academic Lead, Academic Dean, Head of Teaching and Learning Excellence or another member of Faculty. A decision will be made by the Academic Lead, or the Academic Dean and the Head of Teaching & Learning Excellence.

5. New appointments to the faculty are reported to the Learning and Teaching Committee.

Induction

- Each new member of the faculty receives an induction which aims to familiarise them with Walbrook as an organisation, and introduce them to the development opportunities and VLE, for example. Ongoing support and oversight are supplied by the Academic Dean, Head of Teaching and Learning Excellence and Academic Lead for the relevant programme area.

Freedom of Speech

6. Walbrook has in place a Freedom of Speech Code of Practice designed to promote academic freedom, freedom of expression and inclusion and to create an environment in which knowledge can be advanced and debate and challenge can be widened, not restricted. Nothing within this document should be read as undermining or conflicting with the Freedom of Speech Code of Practice; and that in case of any conflict the Freedom of Speech Code of Practice will take precedence. To access the Freedom of Speech Code of Practice, please click [here](#).

Review

- This policy is subject to review approximately every 12 to 18 months by the Head of Teaching and Learning Excellence.

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