

**Insert Post Title** (Ref. No - to be completed by HR)

**Salary Details** (Please choose the relevant salary wording for your post)

**Standard Salary wording**

The starting salary will be from £ (amount) up to £ (amount) on Grade (grade), depending on qualifications and experience.

**Salary wording for part time roles.**

Salary will be [insert salary] per annum pro rata subject to knowledge, skills and experience.

**Package Details**

**(Grade E–H and chair posts)**

Generous holiday allowances, flexible working, pension scheme and relocation package (if applicable).

**(Grade B-D)**

Generous holiday allowances, flexible working, pension scheme.

**Insert Faculty/Service**

[Option for hybrid working] This role offers the opportunity for hybrid working – some time on campus and some from home.

[Option for remote working] This role can be based anywhere in the UK. [Please note that you need to justify the need for a remote appointment in the ESR1 for the role. Please speak to your [Recruitment Contact](https://www.exeter.ac.uk/staff/employment/abouthr/contact/recruitmentandtemporaryresourcing/recruitment/) for further details]

[Option] We welcome applications from candidates interested in working part-time hours or job-sharing arrangements.

This new full – time/part-time post is available from date/immediately on a permanent/fixed term basis

**Summary of the role**

[Add wording here]

**Please ensure you read the Job Description and Person Specification for full details of this role.**

**The University of Exeter**

We are a member of the prestigious Russell Group of research-intensive universities and in the top 200 universities in the world (Times Higher Education World University Rankings 2024 and QS World University Ranking 2024). We combine world-class teaching with world-class research, achieving a Gold rating in the Teaching Excellence Framework Award 2023, underpinned by Gold ratings for Student Experience and Student Outcomes.

Our world-leading research impact has grown more than any other Russell Group university in recent years, and we are home to some of the world’s most influential researchers, seeking to answer some of the most fundamental issues facing humankind today. More than 99 percent of our research is of international quality and 47 percent is world-leading (2021 Research Excellence Framework).

We encourage proactive engagement with industry, business and community partners to enhance the impact of research and education and improve the employability of our students. Read about our world leading research – [Green Futures](https://eur03.safelinks.protection.outlook.com/?url=https%3A%2F%2Fgreenfutures.exeter.ac.uk%2F&data=05%7C01%7CR.J.Jerrold%40exeter.ac.uk%7C30fc2b3d53084d3e493708dbc029525f%7C912a5d77fb984eeeaf321334d8f04a53%7C0%7C0%7C638315055933415226%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000%7C%7C%7C&sdata=kBIGC5C8vq5mKjfmAowDj90rPRENyaiCxFMH%2FmcVN30%3D&reserved=0) and how we are [transforming education](https://eur03.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwww.exeter.ac.uk%2Fabout%2Ftransforming-education%2F&data=05%7C01%7CR.J.Jerrold%40exeter.ac.uk%7C30fc2b3d53084d3e493708dbc029525f%7C912a5d77fb984eeeaf321334d8f04a53%7C0%7C0%7C638315055933571484%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000%7C%7C%7C&sdata=T9xuu%2FlyvmmBlJOkqNDimpUyDtc2GwQfx%2F%2FaQwxDOR4%3D&reserved=0) for a changing world. We are located in a beautiful part of the country and Exeter (a fast growing tech hub) is one of only a few UK cities to have been designated as a [UNESCO Creative City](https://eur03.safelinks.protection.outlook.com/?url=https%3A%2F%2Fen.unesco.org%2Fcreative-cities%2Fevents%2Funesco-designates-66-new-creative-cities&data=05%7C01%7CR.J.Jerrold%40exeter.ac.uk%7C30fc2b3d53084d3e493708dbc029525f%7C912a5d77fb984eeeaf321334d8f04a53%7C0%7C0%7C638315055933571484%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000%7C%7C%7C&sdata=V0qtHMrvUs%2BDFXZ0TkKBqSUfS8u3kyBu3JTKe3pm1AI%3D&reserved=0)

We are proud signatories of the [Armed Forces Covenant](https://www.exeter.ac.uk/about/prospective/armedforcescovenant/) and welcome applications from service people.

**Our Equality, Diversity and Inclusion Commitment**

We are committed to ensuring [reasonable adjustments](https://www.exeter.ac.uk/about/prospective/apply/) are available for interviews and workplaces.

Whilst all applicants will be judged on merit alone, we particularly welcome applications from groups currently underrepresented within our working community.

With over 30,000 students and 7,000 staff from 150 different countries we offer a diverse and engaging environment where our diversity is celebrated and valued as a major strength. We are committed to creating an inclusive culture where all members of our community are supported to thrive; where diverse voices are heard through our engagement with evidence-based charter frameworks for gender (Athena SWAN and Project Juno for Physics), race equality (Race Equality Charter Mark), LGBTQ+ inclusion (Stonewall Diversity Champion) and as a Disability Confident employer.

**Benefits**

We offer some fantastic benefits including:

* 39/41 days leave per year
* options for flexible working
* numerous discounts at leading retailers
* onsite gyms on all of our campus’ and a cycle to work scheme
* sector leading policies around [maternity, adoption and shared parental leave](http://www.exeter.ac.uk/staff/employment/parents/) (up to 26 weeks full pay), paternity leave (up to six weeks full pay) and a Fertility Treatment Policy
* stunning campus environments in Exeter and Cornwall, in the beautiful [South West of England](http://www.exeter.ac.uk/thesouthwest/)

Service/Faculty Description here [Header – **Faculty of …..**]

**Further information**

Please contact Contact name, email address@exeter.ac.uk or (01392) 72XXXX.

**OPTION: Research Services, CMH (all adverts) and Faculty of Health and Life Sciences OPTION: All E&R, E&S and Research roles:** We welcome applications from candidates interested in working part-time hours or job-sharing arrangements.

**OPTION: Faculty of Health and Life Sciences, (where applicable), and ALL CMH, Technical Services roles:** This role may be subject to additional background screening.

**OPTION: Shortened version of the Equaliy Statement** The University of Exeter is an equal opportunity employer. We are officially recognised as a Disability Confident employer and an Athena Swan accredited institution. Whilst all applicants will be judged on merit alone, we particularly welcome applications from groups currently underrepresented in the workforce*.*

**OPTION: CMH (all adverts):** The College is proud to have a [Silver Athena SWAN award](http://medicine.exeter.ac.uk/about/equalitydiversity/) in recognition of our commitment and impact to providing equality of opportunity and advancing the representation of women in STEM/M subjects.  Our [Inspiring Stories](http://medicine.exeter.ac.uk/about/equalitydiversity/inspiringstories/) tell you more about how we support our staff, including through a mentoring programme to help our staff learn from the professional and life experience of colleagues and explore opportunities and actions for career progression.

**OPTION: All Technical Services:** The University of Exeter is a proud supporter of the Technician Commitment, a charter focussing on the visibility, recognition and career development of our technical staff. For further information please see [our website.](https://eur03.safelinks.protection.outlook.com/?url=http%3A%2F%2Fwww.exeter.ac.uk%2Fdepartments%2Ftechnicalservices%2Ftechniciancommitment%2F&data=02%7C01%7CL.M.Northam%40exeter.ac.uk%7C6267cca6e4d84da45c1408d75b8d2465%7C912a5d77fb984eeeaf321334d8f04a53%7C0%7C0%7C637078534061030217&sdata=L%2B35H7bsuijcbQB4SFwFWXo2QkLbnRojUVjRuXRXVQk%3D&reserved=0)

[INTERNAL APPLICANTS ONLY](http://www.exeter.ac.uk/staff/employment/recruit/recruitment/potentialvacancyarises/)