Flowcharts for staff recruitment under the new protocol (1)

Statutory Professorship

New?  
Existing vacancy?  
Division proposes  
PRAC decides  
Advertise internally and externally

University/Faculty/CUF Lecturership

New?  
Existing vacancy?  
Division proposes in consultation with the relevant College  
Advertise internally and externally

RSIV

New?  
Existing vacancy?  
Division proposes  
Senior Appointments Panel decides  
Where appropriate, advertise internally and externally

Externally funded research post below RSIV

New?  
Existing vacancy?  
Head of department ensures appointment is fully funded  
Where appropriate, advertise internally and/or externally
Flowcharts for staff recruitment under the new protocol (2)

New?

Approving Body decides on the basis that the following conditions have been met:

(a) the work in question cannot be absorbed within the existing staff complement across the division; and
(b) one or more of the following conditions is met:
   (i) there are overwhelming academic or operational imperatives to fill the post;
   (ii) there are safety or reputational risks to the University if the post is not filled;
   (iii) there are legal requirements to fill the post;
   (iv) there is evidence that the post will be fully externally-funded;
   (v) there is evidence that not to recruit will result in demonstrable financial loss to the University; and/or
   (vi) the post forms part of a restructuring proposal and recruitment to it is necessary to produce overall savings or to increase income significantly, or is highly desirable for other specified reasons.

Advertise internally

Advertise externally if:
(a) the Approving Body thinks it justified; and
(b) the Joint Group approves

Existing vacancy?

Approving Body decides on the basis that the following conditions have been met:

(a) the work in question cannot be absorbed within the existing staff complement across the division; and
(b) a convincing operational and financial case has been made.

Advertise internally

Subsidiary companies: can advertise internally and externally

Advertise externally if the Approving Body thinks it justified

WD77-049