

Candidate Information Pack

Amo Matua | Executive Dean

Te Kaupeka Pūtaiao | Faculty of Science

About UC

Mo tatou



Founded in 1873 as Canterbury College, Te Whare Wānanga o Waitaha | University of Canterbury (UC) in Christchurch, New Zealand celebrated its 150th anniversary in 2023, the same year as it experienced a surge in enrolments which has continued in 2024. A globally recognised university with a 5-Star QS ranking for its internationally renowned teaching and research, UC is home to over 35 research centres, has over 60 global partner universities and hosts over 75 international visiting senior academics each year.

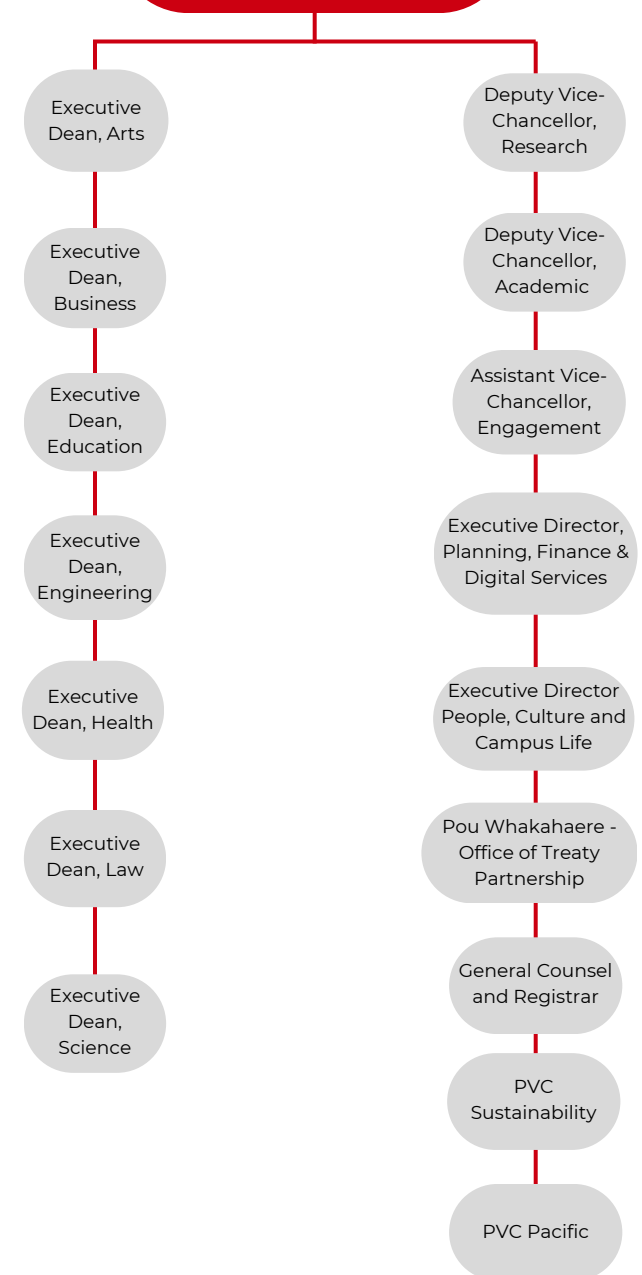
UC's Vision

The University of Canterbury is a contemporary university, a place of learning that is grounded in a shared history, values its differences, and aspires towards research and teaching that is equitable and accessible to all. UC is committed to remaining agile, responsive and pioneering, pushing boundaries to meet the evolving needs of its staff and students.

Since the Canterbury Collegiate Union was founded with Henry John Tancred's inaugural address in 1872, the University of Canterbury has stood for the encouragement of talent without barriers. At its 150th anniversary in 2023, UC reflected on its past so as to take its successes and learnings into the future as part of its aspirations for the next 50 years.



Vice Chancellor's Senior Leadership Team:



Message from the Vice Chancellor

Cheryl de la Rey



The theme of our 150th celebration year was Guided by the past, shaping the future | Ka titiro whakamuri, ki te anga whakamua, provoking reflection and excitement throughout our calendar of memorable events. Towards the end of the year, Dr John Wilson's book A New History: The University of Canterbury 1873–2023 was launched. It is a wide-ranging exploration of the University's history from its origins; traversing the impact of economic peaks and troughs, natural disasters, political shifts and the recent COVID-19 pandemic to providing commentary on its contemporary positioning. The overarching theme is change and continuity.

In 2023, the University reached a historic record in enrolling 24,354 students, or 17,187 equivalent full-time students (EFTS), an increase of 6.6% over the previous year. We are delighted with this growth, which is testament to how the University has cemented its reputation within Aotearoa New Zealand as an outstanding study destination.

Our strategy outlines the way we will build on our proud tradition and reputation for excellence. UC will continue to focus on educational excellence and pioneering research with staff who are more empowered to make a real difference to societies here and around the world. The Faculty of Science will play a vital role in achieving this strategic vision.

I look forward to working together.

A handwritten signature in black ink that reads "C. de la Rey". The signature is written in a cursive style with a long horizontal line underneath.

Senior Leadership Team

Peter Gostomski

Acting Deputy Vice Chancellor Research

Catherine Moran

Deputy Vice Chancellor Academic

Brett Berquist

Assistant Vice Chancellor Engagement

Keith Longden

Executive Director - Planning, Finance & Digital Services

Paul O'Flaherty

Executive Director - People, Culture & Campus

Te Maire Tau

Pou Whakahaere - Office of Treaty Partnership

Kevin Watson

Executive Dean - Arts

Paul Ballantine

Executive Dean - Business

Joce Nuttall

Executive Dean - Education

Saurabh Sinha

Executive Dean - Engineering

Cathy Andrew

Executive Dean - Health

Petra Butler

Executive Dean - Law

POSITION VACANT

Executive Dean - Science

Jan Evans-Freeman

PVC Sustainability

Steven Ratuva

PVC Pacific Studies

Adela Kardos

General Counsel and Registrar

About the Science Faculty

Te Kaupeka Pūtaiao



UC's Faculty of Science offers highly-regarded qualifications in a wide range of sciences at all levels. The depth of research activity at UC ensures that students are taught by leading scientists.

Highly ranked

UC is in the top 100 universities in the world for geography. The university is in the top 200 for geology, earth and marine sciences and geophysics, and in the top 250 for psychology and environmental sciences.

Faculty of Science Schools

- School of Biological Sciences | [Te Kura Pūtaiao Koiori](#)
- School of Earth and Environment | [Te Kura Aronukurangi](#)
- School of Physical and Chemical Sciences | [Te Kura Matū](#)
- School of Psychology, Speech and Hearing | [Te Kura Mahi ā-Hirikapo](#)

Teaching Diversity and Strengths

Te Kaupeka Pūtaiao | The Faculty of Science teaches >5000 students per year, contributing ~18% of the university's income from enrolments, in line with the sector average for Aotearoa New Zealand universities. We are nationally renowned for our exceptional student experience and success levels, and are rapidly developing our

employment reputation via integrated workplace learning and research opportunities at all levels.

The most popular Science undergraduate programme is the Bachelor of Science (BSc), spanning 19 majors, across diverse disciplines, from Astronomy through to Philosophy, and as taught by our four schools as well as colleagues from six of the seven UC faculties. New and growing undergraduate programmes include the Bachelor of Data Science, Bachelors of Environmental Science with Honours, and Bachelor of Psychological Science. We also offer the internationally renowned Bachelors of Speech and Language Pathology with Honours.

At the postgraduate level, Science offers over 30 majors in traditional Masters programmes as well as a growing number of named professional graduate offerings. Pivoting our postgraduate activities to better serve international markets is one of several key programme challenges for the near future, along with enabling transdisciplinary science studies at a postgraduate level. Postgraduate science studies are a particular strength in the faculty, with our students producing the highest number of Masters and the second highest number of PhD theses (after Engineering) across UC.

About the Science Faculty

Te Kaupeka Pūtaiao

Research Strengths

Te Kaupeka Pūtaiao contributes major strengths to each of the University's four key research areas as outlined below. This work involves around 116 full time academic teaching and research staff working in 8,500sqm of hi-tech research laboratories. A major strategic advantage is our positioning in the heart of Te Wai Pounamu, New Zealand's South Island, with its strong productive base, diverse and unique environments, and vibrant communities.

This provides a unique platform for undertaking sustainability, resilience and wellbeing research, all underpinned by technological development. Te Kaupeka Pūtaiao researchers and students take full advantage of the opportunities this platform affords, aided by a network of field centres and observation sites from the West Coast to Antarctica. Moreover, the collective shared experiences of our researchers from working closely with communities and especially the Ngāi Tahu iwi, for example, in earthquake recovery, mean our research is impactful and valued.

Our staff are also well connected internationally, being involved in global partnerships in each of the four key areas. The combination of location, local connection, specialist expertise and global partnership positions us well for playing a critical role in solving the challenges facing our communities are facing and responding with innovation to the science and tertiary sector reforms being implemented by the New Zealand government.

Sustainable Futures

- Science for a healthy planet
- Science for Antarctic futures

Resilient Cities and Communities

- Science for risk reduction and resilience
- Science for a thriving cities and rural communities
- Science for social investment

Living Well

- Science for wellbeing and healthy behaviours
- Science for food and ecological transitions
- Science for health

Technology for Humanity

- Science for space and future frontiers
- Science for new materials and bio-technology
- Data science and analytics for solving complex problems

Job Advertisement

Executive Dean | Faculty of Science

APPLICATIONS CLOSE: Sunday, 29 September 2024

APPLY: www.jacksonstone.co.nz

REFERENCE: BH-11039

FURTHER ENQUIRIES: Helen Cox, Principal Consultant
helen.cox@jacksonstone.co.nz

- **University of Canterbury (UC) senior leadership opportunity**
- **Champion the University's future vision for Science**

Applications are invited for the role of Amo Matua | Executive Dean, Te Kaupeka Pūtaiao | Faculty of Science, a position that is part of the Ohu Whakahaere | Senior Leadership Team reporting to the Tumu Whakarae | Vice Chancellor. The role of Executive Dean is to champion the University's future vision for the Faculty in alignment with the UC Strategy, through leadership that is participatory and inclusive.

Te Kaupeka Pūtaiao | Faculty of Science at the University of Canterbury delivers high-quality learning through teaching that builds on research excellence. The Faculty offers a broad range of undergraduate and postgraduate qualifications, high quality facilities, unique research opportunities, passionate, world-recognised academics and an unrivalled student experience. The Faculty includes the School of Physical and Chemical Sciences, School of Biological Sciences, the School of Earth and Environment and the School of Psychology, Speech and Hearing.

The role comes with overall responsibility for the vision and strategic direction for science at UC. The Amo Matua | Executive Dean, UC Science will be an academic and proven leader with the mana to grow and support a culture that maximises the diverse capabilities and strengths of its staff and students. The appointee will ensure the enablement and advancement of educational, research, scholarly and public engagement activities through initiatives that support success, relevancy, and sustainability.

We are seeking a highly motivated strategic leader with an outstanding academic reputation in a relevant discipline area of science and strong bicultural and intercultural capability. With significant experience of innovation and change leadership, you will be known for your ability to think critically and respond creatively in a challenging and dynamic environment.

You will have led and developed new research and funding opportunities, including working with the wider profession. Your strong relationship-building skills, combined with your strengths in strategic academic programme development will further ensure your success in this role.

The successful candidate will be appointed to the Executive Dean role for a term of five years. Following that five-year term, the staff member will transition into a continuing academic position at the rank of Associate Professor or Professor. Academic rank will be assessed at the appointment stage.

Based in Ōtautahi Christchurch, the ethos of Te Whare Wānanga o Waitaha | University of Canterbury is based around whānaungatanga – we value people and their differences, manaakitanga – we extend care and empower others, and tiakitanga – we will enhance and nurture our resources.

UC has an international reputation for academic excellence in both teaching and research. Its first (undergraduate) degrees and higher (postgraduate) programmes aim to foster intellectual independence, critical thinking, professional excellence and bicultural competence and confidence in every field. Committed to accessible higher education, service to community and the encouragement of talent without barriers of distance, wealth, class, gender or ethnicity, the University explicitly aims to produce graduates and support staff who are engaged with their communities, empowered to act for good, and determined to make a difference in the world.

This is an exciting opportunity to further develop your unique academic leadership skills in a dynamic environment.

APPLICATIONS must include:

- a 'cover letter'
- a 'curriculum vitae' which includes a list of relevant research publications;
- details of three referees; and
- a short written statement outlining your 'Vision for UC Science aligned with UC's Strategy'.

The Role

Executive Dean | Faculty of Science University of Canterbury

Reporting Relationships

- Responsible to: Vice-Chancellor
- Reports to: Vice-Chancellor
- Responsible for: Staff within the Faculty

About the Role

Reporting to the Tumu Whakarae | Vice-Chancellor the Amo Matua | Executive Dean will, through their mana and leadership, champion the implementation of the future vision for Te Kaupeka Pūtaiao | Faculty of Science aligned to the UC Strategy. Through participatory and inclusive leadership, they will create an environment that fosters empowerment and well-being for everyone within the campus community.

This role contributes to UC's success by:

- Providing a people-centred approach that realises the full benefits of people's talents.
- Demonstrating a collaborative, consensus-seeking leadership style.
- Being outcome orientated, committed to continuous improvement, and delivering results.
- Taking responsibility and action when activities or situations compromise safety or wellbeing.
- Sustaining an academic profile through continuing some research and/or teaching.
- Representing UC externally to enhance the University's reputation development.

Whakangungu | Professional Development and Review (PD&R)

The University is committed to developing its staff. As part of this commitment a Professional Development and Review Process (PD&R) is undertaken regularly between you and your manager. This is to discuss and agree objectives and opportunities for your professional development and identify how these plans will contribute to the achievement of the University's objectives.

Experience & Skills

Wheako me ngā Pūkenga

- Established academic reputation in a discipline/knowledge area relevant to the Faculty
- Exceptional people leadership skills that inspire trust and engagement.
- Demonstrated ability to be innovative and to lead change in a university environment.
- Proven ability to lead and develop new research and funding opportunities, including working with industry.
- Demonstrated skill of strategic academic programme development.
- Significant skills in day-to-day operational management.
- Recognised ability to think critically and respond creatively and flexibly in a challenging and dynamic environment.
- Strong relationship-building skills, including gaining the confidence, engagement, and support of a diverse range of people
- Ongoing commitment to personal professional development.
- Active commitment to upholding the values, tikanga (protocols and processes), kawa (rules) of cultural practice and traditions as guided by mana whenua, Ngāi Tūāhuriri, and valuing te reo Māori
- Competency in te reo Māori me ōna tikanga is an advantage

The Amo Matua | Executive Dean should ideally hold the rank of Professor, however, applicants at the level of Associate Professor will also be considered.

Education: Doctoral degree

Executive Dean

Key Accountabilities

Strategic Leadership

Key responsibilities include:

- Determining, monitoring and reviewing, in collaboration with Senior Leadership Team colleagues, the strategic priorities and areas of focus for the University, aligning to UC's aspirations and goals as articulated in Tangata tū, Tangata ora.
- Developing, in collaboration with colleagues, the vision and strategic direction for Te Kaupeka Pūtaiao | Faculty of Science at UC, ensuring operational planning is aligned to UC's aspirations and goals.
- Building and enhancing effective relationships with external advisory committees, and developing and progressing partnerships with external stakeholders, including professions and industry as appropriate.

Academic Leadership

Key responsibilities include:

- Leading an engaging teaching and learning environment that responds to changing needs, so our students develop capabilities relevant now and in the future.
- Developing the research profile of the Faculty, delivering a culture that fosters outcome-related research activity.
- Providing stewardship of University delegated qualifications by providing recommendations to Council via Poari Akoranga | Academic Board on issues related to the development, admission, curriculum, assessment, eligibility to graduate, nominations for scholarships and other matters of qualification management.

- Ensuring the delivery of effective, efficient, and compliant academic administration leading to superior academic standards and highest quality academic provision. This will include managing the official approval of students into degrees, along with regular and frequent reviews of the student experience, curriculum, content, teaching, student achievement, regulation variations, academic progress, and assessment of programmes/courses.
- Building and leading a community of scholars to achieve common purposes through the empowerment of faculty. · Fostering and promoting a collaborative and collegial culture for all faculty and building a collegial decision-making environment that seeks consensus.
- Ensuring all staff appointments are individuals of high calibre who demonstrate values aligned with UC's values.
- Promoting and facilitating cross-unit and transdisciplinary initiatives in research, knowledge exchange, and teaching, fostering the discovery of new collaborative opportunities.
- Engaging and coaching Academic Heads in developing goals that are aligned with strategic and operational objectives.
- Enabling and advancing educational, research, scholarly, and public engagement activities through initiatives that support success, relevancy, and sustainability.
- Ensuring staff systematically and strategically create constructive relationships and partnerships with relevant professional agencies and business/industry sectors.



Executive Dean

Key Accountabilities cont.

Operational Management

Key responsibilities include:

- Leading the development and implementation of the academic plan for the Faculty; ensuring that it contributes to the success of the University's strategic goals with particular emphasis in advancing teaching and research.
- Ensuring the future economic viability of the Faculty by developing, monitoring, and managing staffing and financial plans and assuming overall fiscal responsibility for the Faculty.
- Partnering with Service Units to ensure services and processes support faculty, students, and other stakeholders. For example, Financial Services, regarding accurate and timely budgeting processes leading to meeting expected financial contribution, Research & Innovation regarding research plans, targets and strategies etc.
- Supporting and championing continuous improvement of services, systems and processes.
- Meeting deadlines for academic administration matters, e.g., enrolments, exams, grades.

People Leadership, Organisational Culture, and Wellbeing

Key responsibilities include:

- Articulating a clear direction and providing leadership consistent with the vision, strategic direction, and desired culture of Te Whare Wānanga o Waitaha.
- Building and sustaining capability within a culture that maximises the diverse capabilities and strengths of all individuals to their best advantage, leading to distributed leadership with colleagues.

- Upholding staff and student wellbeing as an essential element in decision making.
- Sponsoring successful change by building personal capability as well as staff understanding and commitment to the need to change.
- Leading equity, promotions, and other reward/recognition processes in a fair and consistent way, while coaching others to do the same with their direct reports.
- Undertaking regular PD&R conversations to build clarity with individual members of staff on role expectations and support staff to meet goals, identifying and addressing any performance issues should they arise.
- Sponsoring and providing a safe environment for staff by having a comprehensive knowledge of the risks to safety and wellbeing; giving staff support to raise concerns; allocating sufficient resources to effectively manage health, safety, and wellbeing; and ensuring all events are reported and investigated.

Tangata Tū, Tangata Ora | Engaged, Empowered, Making a Difference

Key responsibilities include:

- Actively demonstrating, exemplifying, and living the university values, embedding, and promoting these in interactions with colleagues, students, and stakeholders.
- Respecting and embracing Te Rautaki Māori | Strategy for Māori Development and Te Tiriti o Waitangi.
- Embodying UC's commitment to inclusiveness, participation, recognition, support, and sense of connection and belonging for all students and faculty.
- Contributing to the sustainability efforts of UC through the responsible use of resources and equipment.
- Participating in projects and other duties as requested to support UC's success.

Executive Dean

Key Accountabilities cont.

Financial – Budgetary and Expenditure Limits

In accordance with the Education and Training Act 2020, Te Kaunihera o Te Whare Wānanga o Waitaha | University Council and the Tumu Whakarae | Vice-Chancellor are able to assign powers to delegates, who are authorised to take any action or sign any document (subject to any legal requirements and/or protocols of the University) within the authority of the delegation/s they hold. For financial transactions, individual delegation limits apply depending on each employee's role and seniority.

Health and Safety – Responsibilities

In accordance with the Health and Safety at Work Act 2015 the University (Person Conducting Business or Undertaking, PCBU) has a primary duty of care and must ensure, so far as is reasonably practicable, the health and safety of workers, and others, who work for the PCBU, while they are at work in the business or undertaking. Leadership and managerial positions are responsible for planning, organising, resourcing, and leading health and safety in their area and, as such, have significant impact on the University achieving these legal obligations.

Whakaritenga | Appointment

The Amo Matua | Executive Dean position will be offered as a term appointment (usually five years). The successful applicant will receive a payment in addition to their academic salary during this term, to recognise the responsibilities of the Amo Matua | Executive Dean position.

The successful candidate must hold or fulfil the University of Canterbury criteria for the academic rank of Associate Professor or Professor. If the candidate is a new hire into the University of Canterbury, they will be offered a continuing academic role under the UC Academic and Associated Staff Collective Employment Agreement. This academic position will be the one the staff member moves into upon completion of the Amo Matua | Executive Dean term appointment.

UC Values

Ngā Uara

At UC we value manaakitanga, whanaungatanga, and tiakitanga. These values guide what we do and how we do things. They challenge and inspire us to empower others and be the best we can in our work, studies, and interactions with each other. Learn more about our values.

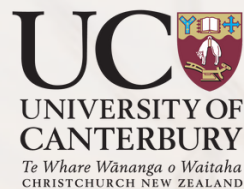
Underpinning our values are the attributes of:

Tika - doing what is right, being professional and maintaining high standards,

Pono - being honest, truthful and acting with integrity,

Aroha - being respectful, responsive and empathetic.

Kia tika, kia pono, kia aroha - doing what is right with integrity and empathy - This is how we check in on how well we are living the values.



Tiakitanga

He kaitiaki tātou katoa

We will enhance and nurture our resources



Whanaungatanga

He mana tō te tangata

We value people and their differences

Manaakitanga

Kia aroha ki te tangata

We extend care and empower others

Key Timeframes + Links

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- details of three referees; and
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Other links:

[Benefits](#)

[Relocating](#)

[Life in Christchurch](#)

[Annual Report 2023](#) | [Te Pūrongo ā-Tau](#)

[Tangata Tū, Tangata Ora](#) | [UC Strategic Vision 2020-2030](#)

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[CLICK HERE TO APPLY](#)