

SCHOOL OF INFORMATICS

Strategy Committee

Wednesday 14 December 2016

Subject: Support Staff Hires 2017/18 and Beyond

Author:

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Background

The School is required to submit proposals for support role hires for 2017/18 and 2018/19 as part of its annual planning submission to College.

Action requested from the committee

Strategy Committee is asked to consider the requirement for additional support roles to be included in the School's annual planning submission.

Discussion

The following is a summary of recently recruited and currently planned support roles.

Post filled in 2015/16

Administrative Assistant (HR) – grade UE04

Posts filled in 2016/17 to date

Studentships and Teaching Support Administrator – UE05

Portfolio Manager – UE06

Communications and Outreach Manager – grade UE06

Additional posts proposed for 2016/17

Computing Support Officer – 2016/17 plan

Learning Technology Support Officer – 2016/17 plan (part funding in place)

Teaching Support Officer – UE05 (new)

Finance/Admin Officer – UE05 (new)

Additional posts proposed for 2017/18 and beyond

To be determined

Equality and diversity implications

Recruitment will follow University policies and processes.

Resource implications (staff, space, budget)

The cost of any additional posts will be borne by the School's core budget. Space will be provided in shared offices.