

UCL FACULTY OF BRAIN SCIENCES

Faculty Disability Equity Lead *Maternity Cover for 12 Months*

Equality, diversity and inclusion is increasingly important for Higher Education Institutions. As the sector is working towards a more positive working culture, ensuring disabled staff are supported is essential. To do so involves the identification and enablement of actions to ensure real change in this area.

To support this work, the Faculty Disability Equality Lead will work with the Faculty Vice Dean (Equality, Diversity and Inclusion), central UCL Equality, Diversity and Inclusion (EDI) team, and other Faculties and Schools as appropriate, to garner advice and support; and will work across Institutes and Divisions to promote best practice and collate an overview of activity across the Faculty.

Timeline

Closing date for applications is Friday 13 October 2023.

Interviews will be held on the week commencing 16th October.

Role Overview

This is nominally a half day senior leadership commitment which can be combined as part of the academic or professional services role (please discuss with your line manager how your current workload would be managed to accommodate). It will be recognised at appraisal and as a significant Institutional Citizenship role, can contribute towards reward (e.g. awards of increments or pay awards) and promotion or career progression.

The appointment will be for a maternity leave period of 12 months.

The Faculty Disability Equity Lead reports to the Vice Dean (Equality, Diversity & Inclusion) and works closely with the central UCL EDI team.

The Faculty Disability Equity Lead will also liaise with the Enable@UCL, and the Neurodivergent staff network and oversee the development and implementation of any appropriate cross-Faculty activities.

The Lead will have an excellent understanding of issues disabled staff and students face at UCL, and ways to make the workplace more accessible. The Lead will be collegiate, an excellent communicator and will be motivated to engage with the Faculty community. They will be proactive, sensitive to the differences between the Institutes and Divisions that make up the Faculty and will be able to facilitate Faculty initiatives.

Responsibilities

Key responsibilities include:

- To act as a channel for communication and consultation between disabled staff and students, and senior management, via the Vice Dean (EDI).
- To advise and support for staff with queries relating to disability, with accurate, reliable information, signposting to relevant contacts where necessary.
- To advise on the review of Faculty plans, strategies, policy, and guidance to ensure that they attend appropriately to Disability Equality.
- To provide leadership on the development of disability equality initiatives and help co-ordinate and maintain an awareness of its activity across the Faculty, ensuring close liaison with disabled staff across the Schools/Institutes/Divisions in the Faculty and wider UCL.
- To actively support and promote schemes devised to make the workplace more accessible to groups at all levels.
- To make regular reports to the Vice Dean (EDI) including any issues raised by Divisions/Institutes, or recommendations for actions to be implemented at Faculty level.
- To provide regular updates on disability at Faculty Leadership Team meetings.
- To attend relevant institutional UCL groups, such as the Enable@UCL where possible and 1) share with the Group progress of Disability Equality actions in the Faculty 2) suggest any ideas from the Faculty that could be implemented at School/UCL level; 3) comment on the common themes or issues raised by Divisions/Institutes for discussion; 4) disseminate information to the Vice Dean (EDI); 5) take responsibility for actions raised at the group and be an active member.
- To develop external networks as relevant, in addition to building up internal collaborations.

Person Specification

The person will:

- Be a member of staff in the Faculty of Brain Sciences.
- Have experience of leading a team or a significant project, including experience of strategy/plan/project development and implementation.
- Be able to initiate and nurture positive, constructive working relationships at all levels across the Faculty and UCL, and to deliver by working with others.
- Have an excellent understanding of Equity, Diversity and Inclusion issues within the universities and in society more widely and have experience of proactively supporting EDI values.
- Be an excellent communicator.

To apply

- Submit an expression of interest to fbs.edi@ucl.ac.uk briefly outlining how you meet the person specification by Friday 13th October.
- Please keep applications to under one page.

