

# Policy

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**Title:** Career Pathways – Education, Research & Enterprise (ERE) staff

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**From:** HR/Talent

**Date** 13 June 2014

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## Introduction

With effect from 1 September 2014, the University will publish a set of revised career pathways for ERE staff. The career pathways framework is not an activity in itself, but supports other processes in the University.

## Policy

The University's Career Pathways exist to provide clarity to all University-graded staff in terms of their career development options, setting out the broad expectations at each level in the University's grading structure. Each Career Pathway is made up of a combination of Skills and Capability Standards, accompanied by Representative Work Activities, at each level. The Career Pathways should be used during appraisal as a reference point for discussing future career development plans and aspirations.

The pathways are published by Level and by pathway for ease of use.

## Purpose

The purpose of the revised ERE Career Pathways is to:

- include an enterprise pathway,
- provide more clarity on the balanced pathway,
- better define education and research specialist pathways,
- include leadership, management and engagement across all areas,
- shows possible routes for staff to progress up, or across, via promotion and in-level transfer,
- support probation, appraisal and development discussions and the recruitment and promotion processes for panels.

## Implementation

The career pathways should be used alongside job descriptions, appraisal forms and other key documents. The on-line guidance offers further information to support these processes.

Each pathway will set out the expectations in the areas of:

- Education
- Research
- Enterprise
- Leadership, management and engagement\*

*\* For further information on the areas covered by leadership, management and engagement, visit the HR intranet under "Pathways"*

The mix and nature of the contributions will vary according to the pathway, the individual's specific role, the expected time commitment (for part time staff) and the requirements of the discipline, academic unit and faculty. The expectation is that all academics, regardless of role or pathway, will demonstrate leadership, management and engagement activities.

Within the guidance the indicators for contributions, outputs and attainment are not an exhaustive or definitive list of requirements.

### **Maintaining this policy**

The University will monitor the effectiveness of this policy and its general compliance within the organisation. This policy will be kept up to date and amended accordingly to reflect any changes in response to revised legislation and applicable standards and guidelines. All policies within the University of Southampton are subject to equality impact assessment prior to implementation or modification.

This policy will be reviewed at least annually in partnership with the appropriate recognised trade unions.

<b>DATE</b>	<b>REV No</b>	<b>CONTENT</b>	<b>PREPARED BY</b>	<b>APPROVED BY</b>
October 2014	1	New policy	A-M Ciarleglio	UCU JNC

