SAGES+ Graduate School Convenor

(0.2 fte to start as soon as possible)

Job Purpose

To lead SAGES+ Graduate School; providing a locus for the training of postgraduate students of environmental geoscience across Scotland. Promote and support the internationalisation of student entry into the SAGES+ Graduate School.

Applications

The post is open to all SAGES+ members. Interested applicants are asked to send their CV and a cover letter by email to Carol Thomson by Tuesday March 15th. Interviews are planned for late March. Appointment is on a three plus two year basis.

Key Responsibilities

1. To act as, and be available as Convenor of the Graduate School – representing SAGES+ at all key events
2. To be responsible for the recruitment, retention and career development pathways offered by the Graduate School
3. Work alongside the Deputy Director to develop international PGR recruitment on behalf of SAGES+ partner institutions
4. To act as a contact point to facilitate related graduate school training activities across Scotland. In particular, to investigate closer collaboration with MASTS and other graduate schools, and developing future NERC DTP proposals
5. To monitor the progress of Graduate School members and their first career destinations – collect testimonials and positive news items for promotion purposes
6. To arrange an annual Graduate School retreat
7. To arrange ad hoc training to meet demand, through co-ordination with the PGR training available across various pools (e.g. DTPs, CTDs, ITNs)
8. To create and coordinate a ‘portal’ to postgraduate environmental geoscience training opportunities across Scotland
9. Run an annual competition (and prize) for the best theme publication
10. To further develop and deliver a newly established cross-institutional mentoring scheme
11. To sit on SAGES+ Research and Innovation Committee (RICom) and provide regular updates on the Graduate School initiatives/opportunities to SAGES+ membership

The post holder will join the team of five SAGES+ key post holders, comprising: Director (0.6FTE), Deputy Director (0.1FTE), Development Manager (0.4FTE) and Administrator (0.6FTE). Administrative support is offered through the SAGES+ Administrator.