**JOB DESCRIPTION**

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| **Job Title:** | **Band :** £ to £ per annum  *Opportunity to progress to £* |
| **School:** | |
| **Department:** | |
| **Reporting directly to:** | |
| **Supervisory responsibility for:** | |
| **Other Contacts**  **Internal:**  **External:** | |
| **Main Duties\*:**   1. Maintain personal and professional development to meet the changing demands of the job; participate in appropriate training activities and encourage and support staff in their development and training. 2. Take steps to ensure and enhance personal health, safety, and well-being and that of other staff and students. 3. Carry out these duties in a manner that promotes equality of opportunity and supports diversity and inclusion and takes into account the University's commitment to environmentally sustainable ways of working.   \*The above does not represent an exhaustive list of duties associated with this role. | |