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| **Education, Research and Enterprise (ERE) application for promotion and/or in-level transfer**  |

This form is for staff applying for promotion within the following career pathways; Balanced, Education, Research or Enterprise to Level 5, 6 or 7. It should be completed with reference to the [promotion guidance](https://intranet.soton.ac.uk/sites/hr/promotion/SitePages/Home.aspx) and [career pathway criteria](https://intranet.soton.ac.uk/sites/hr/pathways/ERE/SitePages/The%20ERE%20Pathways%20Map.aspx).

Please complete each appropriate section for your portfolio and ignore or delete those sections not appropriate to your portfolio. Completed applications should be no longer than five pages.

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| Personal DetailsPlease complete all details |
| Name & title |  |
| Staff number |  |
| Faculty  |  |
| Academic unit |  |
| Current post title |  |
| Current pathway\* | Balanced Education Research Enterprise |
| Current level\* | Level 4 Level 5 Level 6 Level 7 |
| **Portfolio balance:****Approx % of time**  | **Education %****Research % %****Enterprise %****Leadership, Management and Engagement %** |
| Full time/part time (in hours or FTE) |  |
| Position applied for (post title) |  |
| Pathway applied for\* | Balanced Education Research Enterprise |
| Level applied for\*  | Level 5 Level 6 Level 7 |
| Individual circumstancesIf you have any individual circumstances which you would like to be considered, please indicate them here. For further information please refer to [Equal Opportunities in Promotion](https://intranet.soton.ac.uk/sites/hr/promotion/SitePages/1.%20Application.aspx?WikiPageMode=Edit&InitialTabId=Ribbon.EditingTools.CPEditTab&VisibilityContext=WSSWikiPage) and/or speak to your HR Manager.  |  |

\*delete as appropriate

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| Section 1. *Please provide evidence of your contribution to the faculty/academic unit’s strategic objectives. Please ignore or delete those sections not appropriate to your portfolio.* |
| Has promotion been recommended and supported by your line manager/ appraiser?\*  | Yes | No |

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| Education Contribution*For example teaching quality, student support, programme development and student recruitment* |
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| Do you have PGCAP\*  | Yes | No  |
| Do you have membership of HEA?\* | Yes | No | Title: |
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| Research Contribution *For example grant application success rates, research publications, citations, business collaborations and income targets* |
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| Enterprise Contribution *For example developing enterprise activity, advising public bodies, involvement in learned societies*  |
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| * 1. Leadership, Management and Engagement

*For example leadership roles, managing change initiatives, University representative* |
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| Section 2. Recommended External Referees (Level 6 and 7 ONLY)*Please nominate three external referees, including their full name/ title; address; telephone number and email. It is important to refer to the specific suitability of referees found on the* [*promotion website*](https://intranet.soton.ac.uk/sites/hr/promotion/SitePages/External%20Referee%20Reports.aspx?WikiPageMode=Edit&InitialTabId=Ribbon.EditingTools.CPEditTab&VisibilityContext=WSSWikiPage) |
| Referee 1. Name and title: Address: Telephone: Email:  |
| Referee 2. Name and title: Address: Telephone: Email:  |
| Referee 3. Name and title: Address: Telephone: Email:  |
| Please forward a copy of your application form and CV in good time, to your Head of Academic Unit no later than the deadline for applications found on the timetable. The Head of Academic Unit will provide comments in regard to your application to the Dean’s office ahead of the Faculty Review Panel.  |
| Candidate Name:  |
| Candidate Signature:  | Date:  |