



# WELCOME TO YOUR NEW COMMUNITY

# CONTENTS

|  |    |
|--|----|
| Welcome from the President and Vice-Chancellor | 3  |
| University life                                | 4  |
| Our staff community                            | 8  |
| Our locations                                  | 16 |
| Committed to creativity and our community      | 18 |
| Investing in you                               | 21 |
| Employee benefits                              | 22 |
| Celebrating your achievements                  | 23 |
| Your role in sharing our successes             | 24 |
| Before you start                               | 26 |



Colleagues walking outside our Centenary Building on Highfield Campus

## WELCOME FROM THE PRESIDENT AND VICE-CHANCELLOR

**Congratulations on your new role at the University of Southampton. I'm delighted to welcome you to our community, of which you are a valued member.**

At Southampton, we aim to change the world for the better. Bringing together the realms of research, creativity and knowledge, we are focused on having a truly collaborative, immersive and groundbreaking impact. We care about the challenges that humanity is facing and work to support others on both a local and global scale.

Our Strategy, with people at its heart, encapsulates our Triple Helix of excellence that is research, education, and knowledge exchange and enterprise, which makes Southampton distinctive.

This is the place where fibre-optic research is creating a faster, smarter internet and experts are pioneering responsible artificial intelligence; where the immune system is leading the fight against cancer; where our expertise is tackling the growing threats of climate change and antimicrobial resistance; and where resources are being secured for the world's growing populations.

With over 150 years of history, we are proud to be a founding member of the Russell Group, and consistently placed in the top 100 universities in the world by the QS World University Rankings.

We aim to inspire minds, bring people and ideas together and give them the space and support to grow, create and realise their potential. I hope you'll find, as I did when I joined the University in 2019 and still do today, that Southampton is an inspiring place to work, with so much to take pride in as a member of our community.

This is an exciting time to be joining the University, as, together, we continue to work towards achieving our goals. I wish you all the very best in settling into your new team and role.

If you visit Highfield Campus, I'd suggest stopping at one of my favourite spots – the beautiful Valley Gardens.

**Professor Mark E. Smith CBE,**  
President and Vice-Chancellor



# UNIVERSITY LIFE

**Enabling a good work-life balance for everyone is important to us. Here at Southampton, you'll have the space to connect with colleagues, take a break in beautiful green areas, and enjoy sports and the arts.**

## Social spaces on campus

We have a wide range of cafes and social spaces on our campuses, which are ideal for lunch breaks and getting together with colleagues for informal meetings.

There are many green spaces to enjoy in and around our campuses. These include our beautiful, landscaped Valley Gardens on Highfield Campus, and Southampton Common, which is next to Avenue Campus and ideal for a lunchtime walk or jog.

## Wellbeing

We recognise that good wellbeing allows you to do your best work. The University has a dedicated staff wellbeing team who deliver a programme of wellbeing activities, training and awareness, and are able to support all staff.

As a member of staff, you can access free, confidential advice on a wide range of issues, including support for mental health via our Employee Assistance Programme.

## Arts

You'll have opportunities to experience the wealth of arts and culture the University has to offer, both on campus and in the city. For more information, see page 18.

## Sports

Being active is a great way to meet new people and look after your physical health and mental wellbeing. We have invested £40m in upgrading our sports facilities. As a member of staff, you can join [Southampton Sport](#), where you will find membership options and information about our wide range of facilities.

## Staff Party

Our annual Staff Party is a special occasion at the end of the academic year, giving everyone an opportunity to catch up with colleagues and celebrate what we achieve together.



The weekly fresh produce market on our Highfield Campus

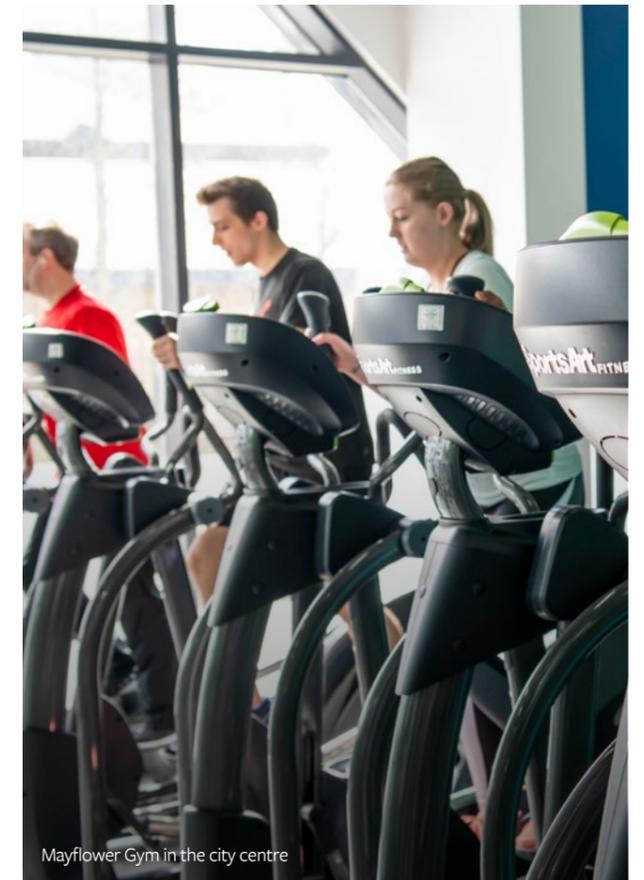


Our Staff Party on Highfield Campus, 2023

“

I am surrounded by supportive, creative colleagues who are all trying their hardest to make the world a better place. We are all on a journey of personal growth. Everyone's journey looks slightly different – some love teaching and having a lasting impact on students; some want to facilitate their colleagues' growth; some want to focus intently on their own personal research. I appreciate that no matter what the personal journey looks like, there is support and opportunities to try out different roles.”

**Professor Age Chapman (she/her/hers)**  
Professor of Computer Science,  
Head of the Digital Health and Biomedical Engineering group,  
School of Electronics and Computer Science



Mayflower Gym in the city centre



We have adapted our food service with sustainability in mind. Plated dishes are now made to order, which greatly reduces our food wastage. Our ingredients are sourced locally, we are working hard to get all our products to be provided in plastic-free packaging as well as being palm-oil free, and our fish products are from sustainable fisheries.”

**Fritz Apellido (he/him/his)**  
Catering Supervisor,  
Estates and Facilities



### Sustainability

Our commitment to sustainability is a green thread that runs through our community and is a big part of University life. There are many ways in which you can get involved and make a difference.

For example, you could try the meat-free dining options in our cafes, travel to campus in a sustainable way, collaborate with colleagues through our [Sustainability and Resilience Institute](#), complete the Southampton Sustainability Solutions online course, or encourage students to publish their work in *Meliora*, our very own International Journal of Student Sustainability Research.

We also run events such as our Sustainability Challenge, Waste Wars, and Blackout, an energy reduction initiative led by our staff and students.

### Accessibility on campus

We are committed to making sure that our buildings, facilities and other spaces on our campuses are as accessible as possible. For detailed information on accessibility, see [AccessAble](#).

### Hybrid working

We have adopted a flexible approach to hybrid working, enabling managers and teams to decide what meets their needs and those of the University.

### Library Service

You'll have access to our [Library Service](#), including four libraries across our campuses and a wide range of online material. Our libraries provide a range of expertise and resources to all members of the University, across each campus. We have a comprehensive collection of resources to support teaching, research, enterprise and Professional Services.

### Parents and carers

The University is a family-friendly place to work. We have a range of policies in place to support our employees in balancing their work and career with family needs, including generous maternity and adoption provisions, plus additional leave to support those with caring commitments.

Our Parents and Carers Network offers support and networking for those with family responsibilities, and our Early Years Centre provides high-quality childcare for staff and students with children. During school holidays, we offer kids camp activities for children aged five to 14. [Find out more](#) about kids camps and how to book.

Every year we invite colleagues and their families to our Festive Family event on Campus: a magical Christmas afternoon on Highfield Campus.



A pleasant walk past our Life Sciences building on Highfield Campus



A hybrid staff meeting



Festive Family event on Campus

# OUR STAFF COMMUNITY

People are at the heart of our University, and we work hard to build a welcoming, supportive, inclusive and empowering community.

We are proud to be a place where you can connect and collaborate with colleagues across disciplines and departments. Learn new things, exchange expertise, grow relationships, share experiences and make an impact.

## Staff networks

Joining one of our University-wide staff networks can be a good way to meet new people, be part of a supportive community, and be involved in something you're passionate about. Here are a few examples of the networks we currently have at Southampton.

- **Race, Ethnicity and Cultural Heritage (REACH) staff network** – supports and advocates inclusivity and champions our staff from diverse racial, ethnic and cultural backgrounds.
- **UoS Disability Staff Network and Neurodivergent Staff Sub Group** – provides peer support for disabled and neurodivergent staff and promotes disability equality within the University.
- **UoS Parents and Carers Network** – offers a supportive space for colleagues who are carers or parents, plus informal networking opportunities and briefings on topics of interest.
- **UoS Pulse LGBT+ Network** – works in partnership with the University and other LGBT+ networks to create a safe, inclusive and diverse working environment that encourages respect and equality for all, regardless of sexual orientation and/or gender identity.
- **Social Mobility Network Southampton** – a dedicated space for likeminded people who self-define as either currently being from, or originating from, a low socio-economic background, or those who have an interest in social mobility.
- **Public Engagement Network** – an informal group open to academic, research and Professional Services staff, doctoral researchers and students who are interested in public engagement.



“

The sense of togetherness, common purpose, shared experience and ultimately support I've benefited from through the Disability Staff Network have been incredibly empowering. I would highly recommend joining a network.”

**Dr Ronda Gowland-Pryde**  
Public Engagement with Research  
Spectrum Manager,  
Research and Innovation Services



“

I have been working at the University for 14 years. I enjoy helping fellow staff members and students, meeting people from different cultures and backgrounds, and speaking with senior members of the University management. Having the freedom to walk around the whole of Highfield Campus, in all seasons, is also a benefit of my job. I especially like seeing the University in full bloom around graduation period. No two days at the University are ever the same.”

**Arkadiusz Wosk**  
Security Officer, Estates and Facilities

## Students' Union

The University of Southampton Students' Union (known as SUSU) is an important part of our community, playing a vital role in supporting and representing our students.

SUSU also offers around 350 affiliated sports clubs, societies and volunteering groups that you can take part in. As a staff member, you can buy a yearly [Associate Membership](#) of SUSU, which will enable you to join a club or society. You can find the full list of clubs and societies on the [SUSU Activities page](#).



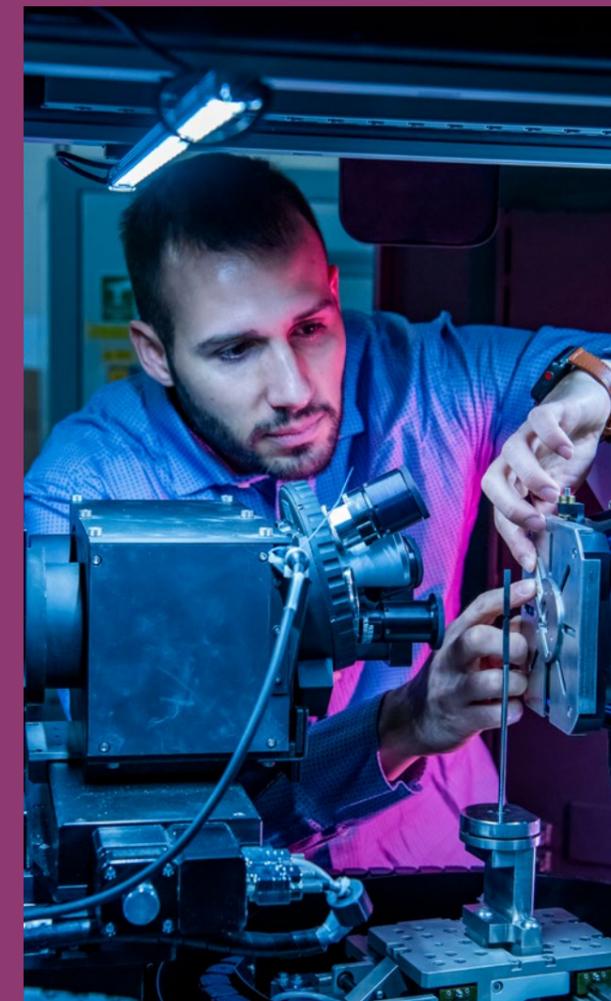
Staff members performing a traditional Indian dance



“

I have had a very welcoming and exciting start to my new role at the University. It was really encouraging that I received a thorough induction into the organisation and my department, with a huge amount of information and guidance available for all staff to use. The University is an inspiring place to be and provides a huge host of opportunities and progression for its staff.”

**Elizabeth Morrissey (she/her/hers)**  
Communications Operations Officer,  
Engagement and Advancement



### Staying connected

We understand how important it is to stay connected when working in such a large organisation. Here are a few tools to help you stay in touch with what's happening across the wider University.

- **SUSSED** – your one-stop-shop for University announcements and news, as well as finding key contacts and even searching our Library Service.
- **News** – here you'll find out about the amazing work happening across the University. Feel free to amplify these news stories by sharing them on your own channels.
- **Re:action** magazine – showcasing our research and enterprise.
- **Staff Digest** – a weekly email from our Internal Communications team, sent to all staff, with the latest news from around our University and the higher education sector.
- **Staff Matters** – a monthly e-magazine for staff, showcasing the remarkable work of our colleagues and highlighting the many facets of life across our University.

### Staff Survey

We run a Staff Engagement Survey regularly, to gain feedback from our community and find out where improvements can be made.

The purpose of the survey is to help understand how colleagues feel about their relationship with the University and their managers. Once completed, both faculties and professional services analyse the results and prioritise the areas that need development, to bring about positive change.

### Unions

We recognise and work with three trade unions: UCU, UNISON and Unite.

We also participate in the New Joint Negotiating Committee for Higher Education Staff (New JINCHES), made up of trade union and University representatives who negotiate on behalf of their members across the sector on matters relating to conditions of employment.

# UNIVERSITY STRATEGY

**We inspire excellence to achieve the remarkable and build an inclusive world.**

Our people are our University; they are at the heart of everything we do and the impact we make on a local to global scale.

We create and share new knowledge to find answers to the greatest challenges facing humanity. Our people inspire and empower one another to apply their knowledge to transform lives.

We are committed to excellence in all we do, applying our insights and inventiveness to solve the most complex societal and environmental challenges. Our impact stems from the combined power of our excellence in education, research, and knowledge exchange and enterprise (KEE); our people harness this to achieve the remarkable.

We strive for greater inclusivity in our community, as diversity is a strength. It makes us more creative and accelerates our impact on society. Through partnership, we aim to inspire communities working with us locally and globally to change the world for the better.

**This Strategy challenges us to build on our successes and track record for forging connections within the Triple Helix, by embedding more links to strengthen each and magnify their collective impact. This ambitious goal is driven by our excellent people.**

## TRIPLE HELIX

Across the whole University there are examples of our track record for forging connections between our excellent **education, research, and knowledge exchange and enterprise (KEE)** to strengthen each and magnify their collective impact.

By strengthening and increasing these links, this **Triple Helix** approach will achieve greater impact and accelerate new ways to tackle the world's most complex problems. It will underpin a transformative student experience and generate new breakthroughs. This scaling up is a challenging goal we commit to achieve; its reach and ambition sets us apart.

Our Triple Helix has staff, students, alumni, partners, collaborators and supporters – our people – at its core.



## OUR GOALS



### People

People are our University.

With our students, staff, alumni and partners, we will build a safe, supportive community where we can truly be ourselves.

With greater diversity and inclusivity to reflect society, we will enable our education, research and enterprise to transform the communities we serve.

We will collaborate with our partners to change the world for the better.



### Education and the student experience

As a community, it is our collective responsibility to continue to develop and deliver a transformative student experience and support programmes to enable our students and alumni to thrive.

What we teach, and how, will be informed by our Triple Helix and the experiences and knowledge we gain from our global connections.

The result will be a recognisable University of Southampton Experience.



### Research

Our world-class research has its foundations in curiosity-led research, disciplinary excellence, and interdisciplinary collaboration.

Together with our strong enterprise ecosystem, our remarkable people are trailblazers who both tackle global challenges and drive local opportunities.

The diversity and breadth of our research is a strength and ensures its long-term relevance and impact. By strengthening the mutually reinforcing links between our Triple Helix, we will build an even more dynamic base to inspire the remarkable.



### Knowledge exchange and enterprise

We are a national leader in knowledge exchange and enterprise (KEE) activities across a wide front.

At the heart of this success is a spirit of curiosity and creativity that runs through our education and research to generate exciting ideas to solve real-world problems.

We will embed and extend enterprise opportunities for students and staff, to benefit the communities we work with, through our Triple Helix approach.



### Place

Our foundations and heritage make the University of Southampton a gateway to the world.

We are deeply committed to Southampton as a city of culture and across the region will further develop our civic role of making a positive impact.

The mutual strengths of our Triple Helix, coupled with our remarkable people, will promote inclusiveness and improve lives.

We will grow our international footprint sustainably and expand opportunities for more students to experience our distinctive University of Southampton education offer.



### Organisational excellence

Our ambitions require a truly One Southampton approach to be embedded in all that we do.

Creating a supportive culture, governance and infrastructure, built around doing the very best we each can, is essential.

Continued financial sustainability will enable us to invest confidently to meet our aspirations. We will enhance our physical estate, facilities and digital infrastructure.

Through collaboration we will devise future ways of working that embody our values and goals.



### Sustainability

We will make sustainability a part of everything the University does by 2030. We will strive to achieve net zero for Scope 1 and 2 emissions by 2030.

Sustainability will be embedded into our Triple Helix and will be a personal and collective responsibility across all our campuses.

Our research will continue to respond to all of the United Nations' Sustainable Development Goals and we will make sustainability part of every University of Southampton education programme. We will ensure that our enterprise activities have a positive environmental impact.

We will bring students, staff and local residents together to create a cleaner, greener and healthier University.



“

I am the first technician in the University to have been elected to Senate, which enables me to actively network with staff from each of the other faculties and those that I wouldn't usually have contact with.”

**Kevin Smith (he/him/his)**  
 Production Facilities Manager,  
 Engineering, Design and Manufacturing  
 Centre within the School of Engineering

## OUR VALUES



## MONITORING OUR SUCCESS

We will all take personal responsibility to contribute to the University of Southampton's endeavour and will monitor our success with integrity and openness.

This Strategy prepares us for the future; the achievement of its goals should position us to achieve a stretching ambition of reaching top 10 in the UK, as well as pushing us towards becoming a top 50 internationally recognised university, by 2027–28.

To ensure momentum, high-level key performance indicators (KPIs) have been identified in the areas of education and student experience; research and enterprise excellence; equality, diversity and inclusion within our community; reducing our impact on the environment; and developing new links locally, nationally and globally.

Supporting strategic plans will have a five-year time horizon, with more detailed KPIs and targets to measure success.

 **Find out more**  
 The University Strategy



Highfield Campus

Avenue Campus

Boldrewood Innovation Campus

University Hospital Southampton

National Oceanography Centre Southampton (NOCS)

Winchester School of Art (WSA)

University of Southampton Malaysia

# OUR LOCATIONS

**We have five campuses in Southampton, one in Winchester and one in Malaysia, as well as our Southampton Science Park, halls of residence and learning spaces in the city centre.**

## Highfield Campus

The largest of our campuses and the heart of the University, Highfield is where the majority of our Professional Services roles are based. It is also home to many of our specialist research and teaching facilities, as well as cafes, bars, shops and a weekly food market. Highfield has beautifully landscaped gardens, giving you easy access to green spaces.

Here you'll find:

- Jubilee Sports Centre
- Hartley Library
- Students' Union
- Staff Social Centre
- Turner Sims concert hall
- Faith and Reflection Centre
- Muslim prayer room
- Early Years Centre (children's nursery)

**Distance from Southampton city centre:**

🚶 40 mins 🚗 30 mins 🚲 15 mins

## Avenue Campus

Close to Highfield, Avenue Campus is home to our humanities subjects. The campus has a large, attractive atrium area and a cafe, giving staff and students plenty of space for informal meetings and lunch breaks.

Here you'll find:

- Centre for Language Study, offering language courses
- Avenue Film Theatre
- Digital Humanities Hub and video editing suite
- Archaeology bones laboratory
- Southampton Common nearby – ideal for lunchtime picnics and walks
- Tennis, netball and basketball courts

**Distance from Highfield Campus:**

🚶 20 mins 🚗 15 mins 🚲 7 mins

## Boldrewood Innovation Campus

Boldrewood is our base for engineering and the Southampton Business School. Our newest campus, it has a modern, open feel and is home to specialist facilities, including:

- driving and flight simulators
- the largest university towing tank in the UK
- the National Infrastructure Laboratory

**Distance from Highfield Campus:**

🚶 10 mins 🚗 5 mins 🚲 5 mins

## University Hospital Southampton

This is the main site for the study of medicine and healthcare, as well as pioneering medical research. Alongside the facilities you'd expect from a working hospital, the campus has:

- a specialist Health Services Library
- Centre for Cancer Immunology – the first of its kind in the UK
- modern laboratories
- computer suites
- lecture theatres
- cafes and shops

**Distance from Highfield Campus:**

🚶 45 mins 🚗 30 mins 🚲 15 mins

## National Oceanography Centre Southampton (NOCS)

Located on the city's waterfront, NOCS is one of the world's leading research centres for the study of ocean and Earth science.

Visiting the campus gives you a glimpse of the amazing research happening here. You'll see jellyfish and coral reef tanks on display in the reception area, and great views of an active working quayside from our cafe. Here you'll find:

- 200m of access to the waterfront
- one of the largest marine science libraries in Europe
- coral reef laboratory and a multi-purpose research aquarium
- our 20m teaching and research catamaran, *RV Callista*

**Distance from Highfield Campus:**

🚶 70 mins 🚗 40 mins 🚲 25 mins

## Winchester School of Art (WSA)

WSA is home to our art and design courses. Right in the centre of the historic city of Winchester, nestled in green parkland, the campus is a vibrant hub for our staff and students. Here you'll find:

- WSA Library, Gallery and Student Hub
- Students' Union
- specialist art and design facilities

Winchester West Wing, a dedicated space for fashion management and leadership students in the city centre, is nearby.

**Located in Winchester.**

🚆 20-minute train journey from Winchester to Southampton

🚆 one hour from London by train

🚶 5-minute walk from Winchester city centre

## Our presence in the city centre

In the heart of the Cultural Quarter in the city centre, our Sir James Matthews Building offers updated teaching and learning spaces alongside facilities for meeting local and regional civic partners. The building also includes a student enterprise zone and an artisan cafe.

A short walk across Guildhall Square from the Sir James Matthews Building is the University's John Hansard Gallery, one of the UK's leading contemporary art galleries, which plays a dynamic role in the cultural life of Southampton and the region.

Located nearby at 1 Guildhall Square are the offices that are home to the University's main HR Operations and IT department, iSolutions. These offices are bright and open plan, with flexible desk spaces, collaboration areas and private meeting rooms. There are a variety of social spaces for staff, including a large kitchen and break space with football table and access to outdoor seating on the balcony.

## Halls of residence

We have six halls of residence in Southampton and Winchester, which provide a home away from home for our students. Our Student Life and Residences teams work across each site to offer 24-hour support and advice for our students.

## Southampton Science Park

We are proud to have one of the largest university science parks in the UK, with an annual economic impact of around £350m. Located close to our Highfield Campus, the Science Park is a hub for entrepreneurial businesses, offering support, facilities, workspace, and networking opportunities.

**Distance from Highfield Campus:**

🚶 55 mins 🚗 40 mins 🚲 20 mins

## Getting around Southampton

Our award-winning Unilink bus service connects our campuses in Southampton with the city. As a member of staff, you're entitled to reduced priced travel, which you can access via the Unilink app.

## University of Southampton Malaysia

University of Southampton Malaysia is our international campus, focused on engineering, business, and computer science, giving our students options to study in both Malaysia and the UK. As part of our expansion plans, the campus has recently relocated into a new state-of-the-art location in Iskandar Puteri, Johor.

The new campus is equipped with many open learning spaces, lecture halls, and is also home to excellent facilities, including:

- aerospace lab
- design studio
- business experimental labs
- 12-terminal Bloomberg Suite

## Located in Eco Botanic City in Iskandar Puteri, Johor.

- 🚗 20-minute drive from Johor Bahru city centre
- 🚗 15-minute drive to Singapore via Second Link bridge
- 🚗 30-minute drive to Johor Bahru Senai International Airport

# COMMITTED TO CREATIVITY AND OUR COMMUNITY

**We are deeply committed to our role as a civic university and the positive impact we make in Southampton and beyond.**

## Passionate about the arts

Creativity and the arts are for everyone. Here at Southampton, we provide opportunities for our staff, students and our local community to experience a wealth of arts and culture.

Just a few of the opportunities you can enjoy include:

- a unique blend of jazz, classical, folk and global world music performed by leading artists at Turner Sims concert hall
- free exhibitions and events at our John Hansard Gallery, one of the UK's leading contemporary galleries, located in the city centre
- student theatre productions at The Annex Theatre
- our Library's Archives and Special Collections, which provide a resource of remarkable richness and depth, highlighted through regular displays and exhibitions in Southampton and Winchester
- our annual programme of free exhibitions featuring the work of students and staff at The Winchester Gallery, based at Winchester School of Art

## Working with local partners

Our core purpose is to inspire excellence to achieve the remarkable and build an inclusive world, and our partners in the city and local region play a vital role in enabling us to achieve this.

In support of our Civic Agreement signed in March 2023, our staff and students are working in partnership with communities for mutual benefit across the region.

We are actively committed to opening our doors and welcoming the local community to our campus, with our [Science and Engineering and Arts and Humanities Festivals](#) attracting thousands of visitors every year. Going out into the community is a key part of our engagement work too, and our [community hubs](#) bring people together to collaborate on themes such as health and wellbeing and nature and biodiversity. At any one time, we have hundreds of staff and students actively working in partnership with groups on projects and events across the region.

Our students are involved in activities across Southampton in city schools, helping young people develop confidence in reading and maths, encouraging a love and understanding of literature, and engaging them in the wonder and excitement of science.

We are also making a difference through our Social Impact Lab's local project, Home/grown SO14, which focuses on supporting the neighbourhoods of Northam, Newtown, and St Mary's. It provides physical infrastructure and a data learning platform to enable residents to create healthy, creative, and sustainable neighbourhoods.

We have numerous school groups on our campus most weeks using our sports facilities, and our summer programmes provide access to a variety of activities for the city's young people. Our [LifeLab](#), based at Southampton General Hospital, hosts visiting school groups in a unique teaching facility to help them learn, first hand, the science behind important health choices.

Our Public and Community Engagement team enable our staff and student community to develop resources and relationships that support high-quality, impactful engagement, from pop-up festival stands on [prosthetics](#) at the New Forest Show to co-producing approaches to improve the lives of [autistic children in education](#).

To find out about our impact on the local economy, watch our [video](#).



“

The University's role as a civic partner is vital for ensuring groundbreaking and cutting-edge research can have a real-world impact. It also provides opportunities for students to engage in knowledge exchange activities that can animate teaching and learning, equip them with relevant skills, and bring them into contact with prospective employers.”

**Professor Pamela Ugwuđike (she/her/hers)**  
Professor of Criminology, Department of Sociology, Social Policy and Criminology

“

At our John Hansard Gallery, we work with so many brilliant people and we have been a focal point for incredible art and artists for over 40 years. Our work is global, but our roots in Southampton, its communities, and our University context are fundamental to all that we do.”

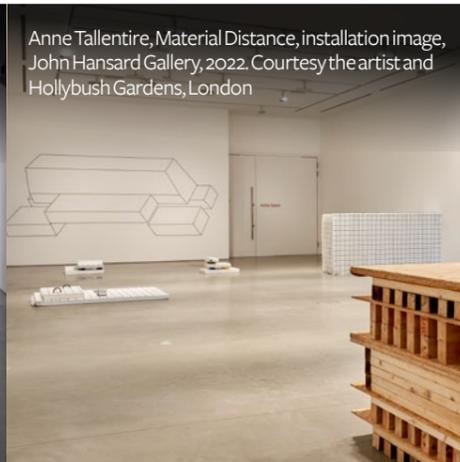
**Ros Carter (she/her/hers)**  
Head of Programme (Senior Curator), at the University's John Hansard Gallery



Derek Jarman's Modern Nature, installation image, John Hansard Gallery, 2022. Courtesy the artist and Amanda Wilkinson Gallery, London. Photo: Thierry Bal

Anne Tallentire, Material Distance, installation image, John Hansard Gallery, 2022. Courtesy the artist and Hollybush Gardens, London

Jitish Kallat, Covering Letter, John Hansard Gallery, installation view, 2022. Courtesy the artist and Kiran Nadar Museum of Art, New Delhi. Photo: Thierry Bal





“

I have been very fortunate in my career at the University. The strong relationships I have cultivated and the skills I have developed in my role as a business partner have paved the way for so many exciting opportunities. From becoming a Race Equity Champion to taking charge of the University’s Design and Print services, and even being appointed to Council, I’m genuinely surprised at how much of an impact my time at the University continues to have on me. I put this down to the support and belief shown by my colleagues, who recognise my potential and continue to empower me to flourish.”

**Bhupinder Siran (he/him/his)**  
Associate Director of Strategic Business Partnerships, iSolutions

# INVESTING IN YOU

**Your professional development at Southampton begins with your welcome induction and continues with the regular development opportunities on offer through your annual appraisals. We will empower you to take control of your professional life, take advantage of development opportunities and build a sustainable career.**

## Welcome induction

During your first few weeks here at Southampton, you will have the opportunity to actively participate in an induction to your role and University life. This includes an induction in your department or school, as well as a University-wide introduction during the first two months of your employment.

At the University-wide introduction, a member of the University Executive Board (UEB) will welcome you and introduce the University Strategy. You will learn how your role contributes to the Strategy, hear about our ambitions, and explore what makes the University of Southampton an exciting place to work. The inductions are also a great opportunity to network with other new staff members.

## Personal development

We encourage you to take an active role in your own development, and to have regular discussions with your line manager to identify opportunities to build on your existing skills, or develop new ones.

There are facilitated workshops, a wide variety of eLearning modules and online development resources available for you to explore. Once you’ve started in your role, you can access these opportunities by logging on to your Induction Portal.

## Career pathways

All University staff are aligned to one of six job families; within the job families are career pathways designed to help staff map out their career path during their time here. The pathways define the expected contributions of staff at each level, helping you to plan your development and work activities to maximise your potential.

## Appraisals

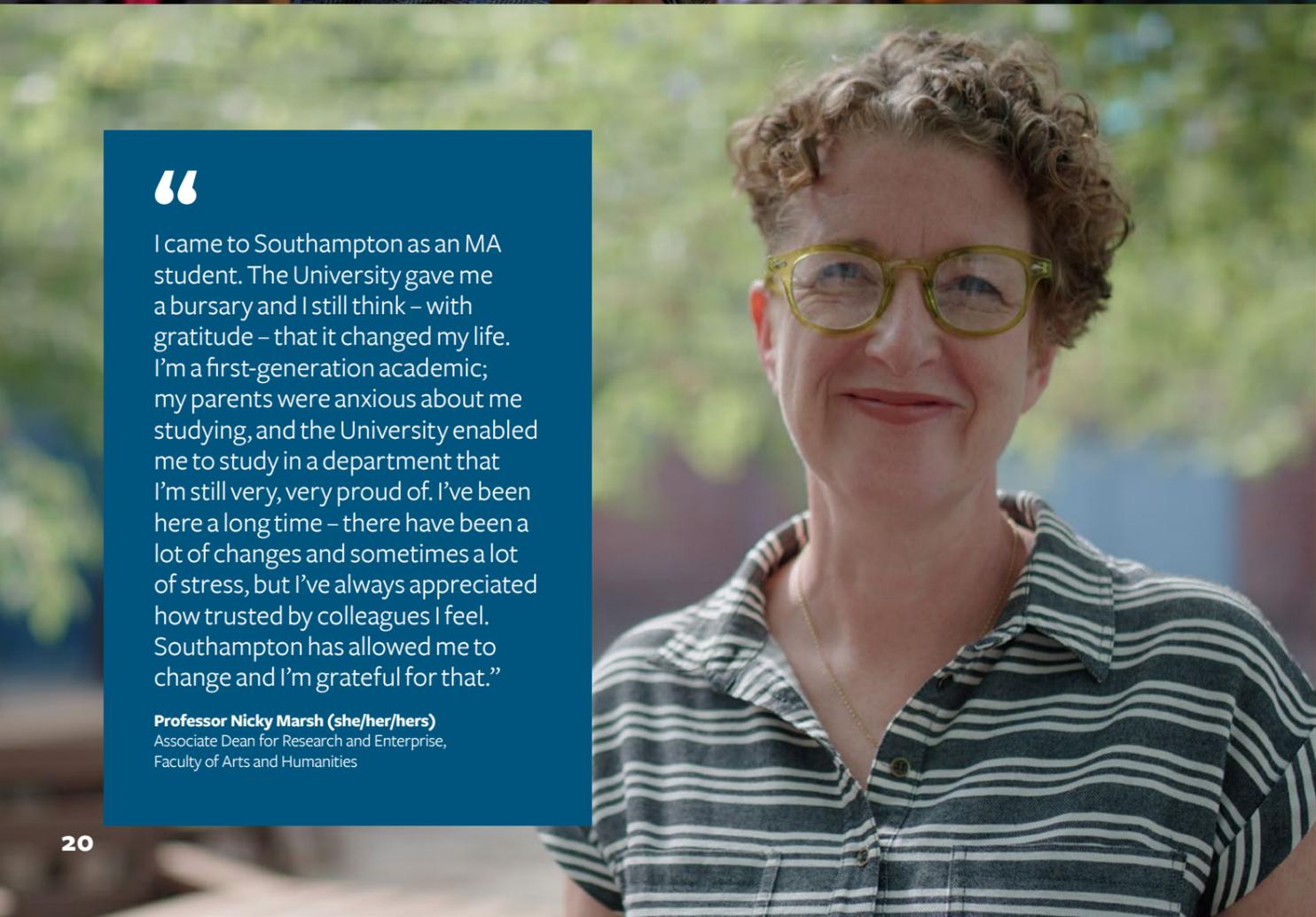
Our annual appraisals are built on honest, two-way discussions, consistently carried out and aligned with the University’s equality, diversity and inclusion policies. We treat appraisals as a shared responsibility between you and your line manager.



One of our x-ray imaging labs



One of our life science labs



“

I came to Southampton as an MA student. The University gave me a bursary and I still think – with gratitude – that it changed my life. I’m a first-generation academic; my parents were anxious about me studying, and the University enabled me to study in a department that I’m still very, very proud of. I’ve been here a long time – there have been a lot of changes and sometimes a lot of stress, but I’ve always appreciated how trusted by colleagues I feel. Southampton has allowed me to change and I’m grateful for that.”

**Professor Nicky Marsh (she/her/hers)**  
Associate Dean for Research and Enterprise,  
Faculty of Arts and Humanities

# EMPLOYEE BENEFITS



## Access to green space

Beautiful landscaped gardens to enjoy



## Arts

Opportunities to experience a wealth of arts and culture



## Cycle scheme

Save money and spread the cost of a bike for commuting



## Dental cover

Cover the cost of routine dental treatments by joining a dental plan



## Employee assistance programme

The University provides access to information, advice and support to help with life's difficulties and challenges



## Family friendly

Support with balancing your career and family needs



## Flexible working

The University supports flexible working opportunities and encourages a healthy work-life balance



## Generous holiday entitlement

Plus 6 University closure days and the opportunity to purchase additional holiday



## Give as you earn

Option to make monthly, tax-free donations direct from your salary via our charitable giving scheme



## Healthcare scheme

Opportunity to purchase private healthcare cover



## Long Service Awards

Celebrating staff milestones and achievements



## Low emission car scheme

Providing a tax-efficient way to lease a brand-new car



## Occupational health

Supporting your health and wellbeing



## Pensions

Pension schemes available for all staff



## Sports

Southampton Sport memberships available to all staff



## Staff discounts

Extensive range of staff discounts available for University staff

# CELEBRATING YOUR ACHIEVEMENTS

**Recognising success is a big part of our culture at the University. From the moment you start in your role, you will hear about and be able to celebrate the achievements of colleagues, researchers, students, and all members of our community.**

Recognising success can be done locally within your teams, and also more officially through initiatives such as the annual Vice-Chancellor's Awards, the Academic Awards run by the Students' Union (SUSU), and long service awards.

## Vice-Chancellor's Awards

Each year, you will have the chance to nominate colleagues who you believe have shown determination, innovation and success to benefit our community and society for a Vice-Chancellor's Award. And, of course, you can be nominated by colleagues yourself!

The categories span both academic faculties and Professional Services, covering areas such as achievements in education, research, knowledge exchange and enterprise, student experience, sustainability and contributing towards our community.

Shortlisted nominees are invited to come together for an awards ceremony at a prestigious venue to celebrate their successes.

## Long Service Awards

Our people are at the core of our University, inspiring excellence to achieve the remarkable and build an inclusive world. That's why we recognise our staff for their loyalty, dedication, and valued contribution to the success of the University. In recognition of service milestones, staff members are issued a pin badge, plus a greeting card from the Vice-Chancellor. From 20 years onward, a further gift is presented in the form of a monetary gift card or crystal glassware.



No matter the weather, time of day, or business of service, the team at the Arlott Bar never fail to greet customers from across the University with a cheerful smile and a chat. The team, led by Sara-Jane and Tracey, demonstrate the vital role all members of our University community play in building a vibrant place of work and study."

**Arlott Bar Staff team nomination for the Vice-Chancellor's Awards, 2023; the team won the Community and Wellbeing category**



Winners of the Vice-Chancellor's Awards, 2023

# YOUR ROLE IN SHARING OUR SUCCESSES

**Here at Southampton, our research and ideas are changing the world; we are constantly innovating to find the answers to the greatest challenges facing society. You can play an important part in sharing the impact we are having.**

We inspire and empower one another to achieve the remarkable every day, and as a community we have huge pride in our collective successes. Our people are our University; you are at the heart of everything we do and the profound contribution we make to society on both a local and global scale.

Reputation is a virtuous circle; the more we tell others about our successes, the more we will be recognised as a place where success happens, and this will inspire others to want to join us as staff, students, or partners. We sometimes refer to this as advocacy.

## Advocating for your University

Here are a few ideas of what you can do to share our successes.

- Talk to people about the things you love about working here.
- Tell people in your professional networks about the great things that happen here.
- Share content on social media – for example a Southampton news post you think friends in your network would be interested in.
- Create your own ‘chatter’ to tell others – maybe something you’re proud of at the University.
- Write an opinion piece for *The Conversation* or a thought leadership article for *Times Higher Education Campus+* – our Communications team can help you get started.

For inspiration, see our videos showcasing the [power universities have to change the world](#), and some of the [fantastic projects](#) happening right here at Southampton.

## Writing for *The Conversation*

As the world’s largest publisher of original research-based content, *The Conversation* is a great opportunity for our academic colleagues’ work to be seen and heard by the public. This can lead to a wider recognition of your research, and possibly media opportunities. As a founding partner, we benefit from editorial support from *The Conversation*.

Read some of the [articles](#) Southampton colleagues have already written for *The Conversation*.

## Writing for *Times Higher Education (THE) Campus+*

*Campus+* is a peer-to-peer website that gives higher education professionals a chance to showcase their expertise through thought leadership, sharing best practice and advice with peers from all over the world. There is a huge scope for hot topics, including teaching and learning, equality, diversity and inclusion, sustainability and internationalisation.

We are a *Campus+* contributing partner, which means we benefit from dedicated guidance and support from the *Campus* editorial team.

## Supporting you as an advocate

We have an in-house Communications team and supportive academic staff, who can work with you to help you get started in communicating your research, ideas and expertise to the public.

“

It’s never been more important for University staff to create impact through their work. Funders, charities and the taxpayer want to know what public good you’ve done with their money, and case studies and impact are an integral part of the various university assessment exercises.”

**Dr Michael Head (he/him/his)**  
Senior Research Fellow in Global Health,  
Clinical Informatics Research Unit;  
our first academic Advocacy Manager 2022–2023

“

My role is to ensure inclusive and equitable policies, practices and procedures are embedded within our University, and my focus is on ensuring that students and staff feel seen, safe and supported during their time here. I am extremely proud to work and be a part of such a welcoming university that is ambitious, inspiring and dedicated to achieving excellence for all students and staff.”

**Pascal Matthias**  
Associate Vice-President for Equality, Diversity and Inclusion; Senior Teaching Fellow in Fashion Marketing and Management

# BEFORE YOU START

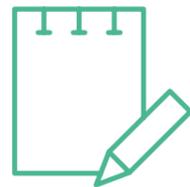
1.

Complete the pre-employment checks



2.

Read and sign your contract



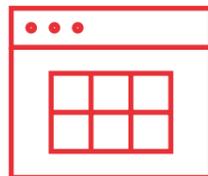
3.

After your HR record has been set up, read your 'Welcome' email, which details how to subscribe to your University IT account, register for a staff card and apply for a parking permit (if applicable)



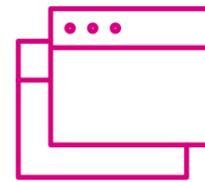
4.

Access SUSSED, the University's intranet site



5.

View our 'I'm New' webpages and any policies relating to your employment [here](#)



6.

Check your contract cover letter for details of when and where to report on your first day, and plan your journey to work



7.

You may want to arrive early on your first day to give you time to get used to your journey, enjoy one of the cafes on campus and feel familiar with your surroundings, before heading to your building





## Find out more

### **Recruitment**

Contact Recruitment for any questions leading up to your employment.

02380 592 750

recruitment@southampton.ac.uk

### **Ask HR**

Contact Ask HR with any queries once you have started your employment at the University.

02380 597 547

ask\_hr@soton.ac.uk