**STANDARD FORMAT FOR CURRICULUM VITAE SUBMISSION**

(Please refer to ‘Notes on Completing the CV’ for more information)

**CURRICULUM VITAE**

1. **RECORD OF PERSONAL INFORMATION**
2. Name:
3. School/Department:
4. Present appointment:
5. Commencement date of present appointment:
6. Promotional Job Family Level applied for:
7. Focus of role and promotion application - Research & Teaching (combined), Research or Teaching & Curriculum Leadership:
8. Previous appointments (please indicate career history by listing them in reverse chronological order):
9. Qualifications (please include date of award, title of award, subject, class and awarding body):
10. Honours and Distinctions (please include dates):
11. **TEACHING AND CURRICULUM LEADERSHIP**
12. School duties: teaching responsibilities (including post-graduate supervision and Clinical Teaching) for the Academic Year 2020/2021.

2. (i) Other Teaching: 2020/2021.

(ii) External Examining: 2020/2021**.**

3.Publications related to teaching and/or scholarship.

4.Contribution to School’s strategy on teaching and curriculum leadership.

Enter word count ( /100)

5. Significant personal achievements in teaching and curriculum leadership.

Enter word count ( /100)

6. Teaching and Learning innovation.

7. Teaching qualifications (e.g. PGCHE/ATP or equivalent) and/or recognition for teaching by a Professional Body (i.e. achieving Descriptor of UK Professional Standards Framework, e.g. through Advance HE formally HEA Fellowships).

8. Please refer to the ‘Guidelines for Evidence of Teaching and Curriculum Leadership’ activities, noting the length restriction of 5 pages, for applications through the Research & Teaching, and Teaching & Curriculum Leadership routes.

<https://www.nottingham.ac.uk/hr/guidesandsupport/promotionandregrading/promotion/documents/2021-2022/guidelines-for-evidence-of-teaching-and-curriculum-leadership.pdf>

(SET scores from the last three years\* must be included here and in the format specified in the guidelines, for applications through the research & teaching and teaching & curriculum leadership route).

**\* In academic year 2021/22, SET remains suspended and the SEM survey revised as a result of changes to teaching during the Covid-19 pandemic remains in use. There is no mandatory requirement to include SEM survey data within the promotions application for 2021/22, unless applicants wish to do so. Historic SET scores, from prior to March 2020, are still available and can be combined with more recent evidence for teaching excellence.**

1. **UNIVERSITY AND ACADEMIC SERVICE AND GOOD CITIZENSHIP**
2. School responsibilities.
3. University Committee responsibilities.
4. Continuous professional development.

Enter word count ( /100)

1. Activities in support of the Global Engagement Strategy, including the overseas campuses.

Enter word count ( /100)

1. Academic and professional activities outside of the University.

Enter word count ( /100)

1. Outreach activities.

Enter word count ( /100)

**D. RESEARCH**

1. Research grants – list the research grants or contracts awarded in a table to include title of project; start & end date; value of the award; PI or CI role; funding source (including if internal or external).

2. Research supervision, list students supervised.

3. Publications related to research.

4. Top five published research outputs[[1]](#footnote-1).

5. Indicators of esteem including external prizes, invitations to address conferences, consultations etc.

6. Inventions, patents and commercial exploitation of research.

1. Contribution to School’s Research Strategy.

Enter word count ( /100)

1. Engaging with business/external stakeholders (knowledge exchange).

Enter word count ( /100)

1. Significant personal achievements in research and scholarship.

Enter word count ( /100)

1. *The University is a signatory of the Declaration on Research Assessment (DORA). As such we commit to focus on the scientific content of a publication as a basis for review of quality, and consideration of value and impact of research conducted, rather than any proxy measures such as Journal Impact Factor.* [↑](#footnote-ref-1)