



**GENITOR**

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Aarhus, November 2021

Job and personal profile

Head of the School of Culture and Society  
Aarhus University

## 1. Introduction

Aarhus University invites applications for the position of Head of the School of Culture and Society. Genitor are assisting the university with the recruitment process.

The job and personal profile has been drawn up by Genitor and will be used as a joint framework of understanding in relation to the position and the profile of the new head of school.

The job and personal profile contains additional information for candidates who are interested in the position, as well as forming the basis for assessing the qualifications of the candidates.

If you are thinking of applying for the position, please feel free to contact Johnny Laursen, Dean of the Faculty of Arts, on phone no. 2029 4180 or email [jl@au.dk](mailto:jl@au.dk); or Trine Schandorff, Partner at Genitor, on phone no. 3141 0255 or email [ts@genitor.dk](mailto:ts@genitor.dk), for any further information that you may require.

## 2. Aarhus University in brief

Aarhus University is a nationwide university which has a significant national and international impact on the field of research, as well as providing degree programmes and advisory activities of high academic quality.

We attach great importance to close collaboration with the business community and the public sector, and we accept our joint responsibility for the development of society.

Aarhus University's main campus is located in the middle of Aarhus. Based on profound expertise, researchers and students have been generating new knowledge here for over 90 years. Aarhus University is Denmark's second-largest university, with 38,000 students, five faculties, research activities throughout the country, and campuses in Aarhus, Herning and Copenhagen.

Thanks to its size and academic expertise, Aarhus University has considerable influence across the entire range of its subject areas – not only locally, but also nationally and globally. It now ranks among the top 100 universities in the world in several international ranking lists – out of more than 17,000 universities worldwide.

The university has five faculties: Arts, Natural Sciences, Technical Sciences, Health, and Business and Social Sciences. There are a large number of departments and a range of basic research centres. The position being advertised here is at the Faculty of Arts.

You can read more about the university's organisation, management and strategic foundation ("Strategy 2025") on the Aarhus University website: [au.dk](http://au.dk).

### 3. The Faculty of Arts in brief

The Faculty of Arts at Aarhus University focuses on cultural and social forms of expression and practice. The faculty was established in 2011 following a merger between the Faculty of Humanities, the Faculty of Theology and the Danish School of Education. The Faculty of Arts has about 800 members of academic staff and about 9,550 Bachelor's and Master's students, as well as about 300 PhD students. There are also about 1,000 students on programmes of continuing and further education.

There are three schools at the faculty:

- [The School of Culture and Society](#)
- [The School of Communication and Culture](#)
- [The Danish School of Education](#)

The faculty management team consists of the dean (Johnny Laursen), the vice-dean for research and head of the graduate school (Anne Marie Pahuus), the vice-dean for education (Niels Overgaard Lehmann), the head of the Danish School of Education (Claus Holm), the head of the School of Culture and Society (the job which is now being advertised), the head of the School of Communication and Culture (who will be appointed shortly), the administrative centre manager (Ole Jensen) and the chief adviser (Ulla Gjørting).

The faculty subscribes to AU's overall strategy and focuses its activities on four main areas: 1) research of the highest international quality; 2) excellent research-based degree programmes for students at all levels; 3) commitment to society and ongoing collaboration with external parties; and 4) the maintenance and strengthening of an effective and flexible organisation with equal opportunities for all.

You can read more about the faculty here: [arts.au.dk](http://arts.au.dk).

Apart from the head of school, the management team of the School of Culture and Society consists of the deputy heads of school, the director of studies, the head of the school secretariat and seven heads of department. The school also has a number of democratic bodies such as the school forum and the board of studies; liaison committees and safety committees; and advisory bodies such as the research committee.

### 4. The School of Culture and Society

The activities of the School of Culture and Society comprise research and teaching focusing on the interaction between culture and society in time and space:

- from the classical research field of the humanities and theology to applied social research
- from Antiquity to the issues facing contemporary societies
- from familiar Danish cultural forms to other very different worlds
- from local questions to global challenges

The school combines a range of areas of expertise which collaborate with each other, and with society as a whole, to find new answers to questions which may be of current interest as well as having eternal relevance. Many of the staff come from an international background.

The school consists of a broad range of subject areas, making it possible to shed light on cultural and social issues from many different angles: anthropology, archaeology and cultural heritage, philosophy and the history of ideas, global studies, history and classical studies, the study of religion and theology. The school also has a number of affiliated centres.

For more information: [Departments \(au.dk\)](#)

In particular, the school's research competences cover global and regional cultural processes; and the school is home to a range of the university's international and globally oriented degree programmes and research areas (anthropology, Asia studies, human security, the study of religion, history, European studies and international studies).

The school also has great expertise in terms of research and education in classical subject areas (theology, philosophy and the history of ideas, classical studies, archaeology, the study of religion and history), which are vital in order to understand and reinforce Denmark's position in the world today.

The school has a wide circle of contacts both in Denmark and abroad, and contributes to social innovation, research communication and further and continuing education.

There is a very constructive tension within the school between an academic focus on the human condition and general opportunities for research on the one hand, and the empirical investigation of specific and contemporary social issues on the other. This tension strengthens the academic development of the subjects studied at the school, forming the point of departure for the school's efforts to solve the problems that we face as a society.

You will find more information about the school's strategy [here](#)

## 5. Responsibilities and tasks of the head of school

Our new head of school will be responsible for ensuring the continuing development of the School of Culture and Society, and will represent the full range of the school both in society and within the organisation itself. You will have overall responsibility for managing the school's academic, financial and HR activities. You will be expected to represent the school both internally and externally, so you must be able to create good collaborative relationships with partners in all areas.

In collaboration with the rest of the school management team, the school secretariat, the school forum and liaison bodies, you will be expected to strengthen diversity and consistency throughout the school. The focus will be placed on ensuring the high international level of the school's activities in terms of research (including the PhD programme and recruitment), degree programmes (and their development at all levels), internal and external communication, and collaborative relationships.

The head of school refers to the dean, and will join the faculty management team alongside the dean, the vice-deans, the administrative centre manager, the chief adviser and the two other heads of school. The faculty management team is responsible for leading the faculty and implementing the faculty's and university's strategies.

You will be expected to create good frameworks for research and education of a high international standard, and for exchanges and collaboration with the world around us.

You must have the ability to include the staff in the development of a strategic direction, and to involve them in its implementation. Great importance is attached to staff inclusion and the ambition of maintaining an effective organisation with the focus on equal opportunities, diversity, sustainability and a good working environment.

You will be expected to strengthen the sense of cohesion at the school, including the links between the school's research environments and programmes and the school's degree programmes. It is important that you are able to listen to staff and students with an open mind, and that you communicate clearly and have a visible everyday presence in the organisation. You will be responsible for ensuring that the students are heard and included in decisions relating to their teaching and study environment.

The head of school is responsible for drawing up budgets and producing plans of action for the school's activities within the framework of the faculty's strategic areas of focus. With regard to these strategic areas, emphasis is placed on the quality of our research and research-based teaching, and on the external funding of research projects both nationally and internationally.

The new head of school will focus on specific areas in which the school faces particular challenges and has particular obligations across the fields of research, teaching and exchanges with society and the world, and in which specific contributions can be made

to AU's strategy.

It is also important to maintain an ongoing focus on developing the organisation in terms of research and staff management as well as the school's processes, procedures and administrative systems with a view to creating a dynamic everyday life and ensuring the continuing development of the school.

## 6. Qualifications and skills required

The Faculty of Arts is looking for someone with the following profile. You should have all or most of the following qualifications and skills (this list is in random order):

### **Formal qualifications:**

- You are a recognised researcher with a convincing research production (an associate professor, at least) within one of the school's subject areas, and you have relevant teaching experience.
- You have experience of academic management, for instance at a university or any other public or private research institution. You have documented experience of the management of managerial staff and staff who possess an independent mindset.
- You have experience of management in complex organisations, giving you understanding of operational control, organisation, resource management and administration.
- You have insight into the interaction between research and higher education and society, both nationally and internationally.
- You have strong communication skills in both Danish (or perhaps Scandinavian) and English.
- Experience of the attraction of external research funding will be regarded as an advantage, and experience of presenting your own research to the general public will be regarded as a strength.

### **Personal/managerial qualifications:**

- You have a vision for the development of the school, as well as the ability to play an active role in the strategic development of the school's activities with regard to research, education, talent development and knowledge exchange.
- You are able to collaborate with the school's external partners, employers and funders; and you can contribute to good internal collaboration within the faculty management team.
- You are aware of the school's academic strengths, and you know how to

present the school's contributions to social development both to the general public and to external partners.

- You can lead through other people, and you are able to delegate tasks to the school management team without losing sight of the greater picture. As a result, you are able to build and develop a strong management team under your own leadership.
- Your management style is appreciative, open to input and inclusive – with an awareness of the importance of collaboration with and between all the different departments, academic environments and staff groups at the school, not forgetting the students.
- You can identify simple decision-making processes that respect and promote democratic processes. You also have the ability to make decisions, take positive action and make priorities.
- You will help the school to be perceived as an attractive, diverse and effective workplace and institution of education which is characterised by a good working environment, gender equality, room for diversity, and a high level of wellbeing among staff and students alike.

## 7. Terms and conditions of employment

The point of departure is that this is a limited-tenure position lasting five years with the option of three years of administrative extension; or a position with a fallback employment option to associate professor level at least. The head of school is appointed pursuant to the agreement between the Ministry of Finance and the Danish Confederation of Professional Associations under the protocol on the appointment of deans and heads of school, which states that the salary consists of a basic salary with a possible fixed-term salary supplement, a pension contribution, and any supplement for qualifications which may apply.

## 8. Process

The application deadline is Thursday **30 December 2021**.

Applications should be sent to Aarhus University using the link in the [job advertisement](#).

The dean has set up an advisory group and an appointment committee to advise him during the appointment process. Genitor will also be contributing to the recruitment of the new head of school.

Among other things, your application should contain your motivation for applying for

the position, your CV supported by exam certificates, your list of publications and other relevant documentation, and your vision for the school (no more than three A4 pages).

Aarhus University wishes to reflect contemporary society, and has diversity as a core value. So everyone is encouraged to apply, no matter what their personal background may be.

The first round of interviews will be conducted on Monday 7 February 2022, and the second round of interviews will be conducted on Monday 21 February 2022.

Between the two rounds of interviews, a test process will be carried out by Genitor and references will be collected (subject to agreement with the candidates). This test process is described in greater detail on Genitor's website.

The test process comprises:

- The NEO-PI-3 personality test, which is the broadest and best documented test of its kind on the market.
- The IST-2000R cognitive test, which is a comprehensive and multi-faceted test used to assess general intelligence.
- A subsequent test interview during which we discuss your competences in relation to the personal profile outlined above, based on the results of the personality and cognitive tests. The consultant will give you oral feedback.

We will collect references to validate the information we receive and our assessments. We normally collect three references, and this is always done subject to your consent.

We will draw up a written assessment of each candidate which constitutes the combined report regarding the test process and references. This assessment will contain:

- The results of the personality test and the intelligence test.
- An assessment of your competences in relation to the personal profile.
- A general assessment of your managerial behaviour.
- A specific assessment of your strengths and weaknesses as a manager in relation to the job in question.
- A conclusion regarding the match.

We will send this assessment to you before the second round of interviews, when you will be given the opportunity to comment on the assessment in front of the appointment committee. We will be discussing the assessment with the appointment committee in connection with the second round of interviews.

The successful applicant will be expected to take up the position on **1 April 2022**.

We look forward to hearing from you.