

Role Title Allocation Role and Grading Framework

1 Introduction

This Policy is part of the Role and Grading Framework which is made up of a number of elements which together encompass all formal policy, procedure and statement documents, including associated forms, relating to role and grading in Abertay University.

If you would like this document in a different format (e.g. large print, braille) or need any assistance to access or understand the policy/procedure please contact your School/Service designated HR Partner.

2 Purpose and Scope

This policy applies to all employees.

3 Role Title Allocation

With the understanding that there should be a relationship between role title, general job function and organisation structure, the University has adopted an institution-wide approach to the assignment and use of role titles.

5.1 Support Staff Role Titles

Where a new role, an amended role or simply a proposed change to a current role title does not conform to the general role titles, and their associated function, in existence within the University, the Head of Service should consult with the Director of HR and OD to agree a role title that is compatible to the corresponding Written Record.

5.2 Academic Staff Role Titles

Where a new role, an amended role or simply a proposed change to a current role title does not conform to the general role titles, and their associated function, in existence within the University, the Head of School should consult with the Director of HR and OD to agree a role title that is compatible to the corresponding Written Record.

Please note that academic role titles are strictly associated with specified grades, as follows:

- Reader –Grade 9
- Senior Lecturer – Grade 9
- Lecturer- Grade 7 and 8
- Teaching/Research Fellow- Grade 6

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