**Honorary Visiting Adjunct Professor Title Award**

1. The title of **Honorary Visiting** **Adjunct Professor** is a title awarded to those who are closely associated with the university, and who will make a significant contribution to the university. The titles are not awarded to employees, or to those who already have a substantive academic post (Reader, Professor) at another academic institution. In deciding whether to confer this titlerather than an Honorary Visiting Professor to distinguished practitioners and other distinguished individuals from business, industry or commerce, it is expected that individuals will be making a significant impact in one of the following areas, or making a considerable contribution in two of these:

* Education
* Research
* Leadership/Contribution to Administration and Management
* Profession and Practice, together with key indicators relating to national or international esteem.

The level of impact will determine whether the title of **Honorary Visiting** **Adjunct Professor** is conferred.  The university will judge each case on its merits.

2.It is a condition that if the title of **Honorary Visiting** **Adjunct Professor** is awarded, the full title, including the modifier “Adjunct”, is used at all times.

3. **Indicators of Achievement**

Examples of contributions and achievements are as follows:

**Education**

* Significant involvement in developing and delivering the curriculum at either undergraduate and/or postgraduate level
* Teaching well as evidenced by School and student feedback
* Membership of prestigious national/international educational committees
* Positive impact upon student support, pastoral care and the overall student experience
* Successful supervision of PGT and/or PGR students
* Publications relating to education
* Reputation, awards, prizes

**Research**

* Leadership and innovation in research and/or in collaboration with others in science, engineering or business
* Significant contributions to research papers that appear in high impact journals
* Work on editorial boards of scholarly journals
* Reputation, awards, prizes

**Leadership and Management**

* Significant contribution to the direction and management of a major unit of activity within the university
* Contribution to research and/or teaching strategy
* Successful achievement of significant change
* Contribution to important committees/working groups etc.
* Organising significant academic conferences etc.

**Profession and Practice**

* Contributing to significant improvements/innovation e.g., in clinical management and processes
* Contributing to significant improvements/innovation e.g. applications of research findings in healthcare, business or industry
* Coordinating major clinical trials
* Contributions to Outreach or Public Engagement

4. **“Adjunct titles”** are valid for a maximum of 3 years, after which time they lapse, and a further application may be made to renew them. The start date of the association and the end date of the title should be given for a maximum of 3 years.

5. Applications for Adjunct titles can be made at any time of the year but must be approved by the Professorship and Readership Conferment Panel. Applications should come from the relevant faculty, with faculty approval, (not from individual applicants or their line managers), and be sent, in the first instance, to HRCoordinator@ljmu.ac.uk

The submission should include:

* a copy of the person’s CV and a statement from the individual showing how he or she meets the criteria to be awarded the honorary title of Adjunct Professor
* the names of two external referees who can comment, and validate the person’s impact, upon clinical or business practice
* a statement from the Director of School of the relevant Faculty which provides a commentary and a rationale for offering the association, including a description of contributions to teaching, research and practice and an outline of the role to be carried out within the school.

On occasion the panel may request additional information.