

Professional, Managerial and Support Services Talent Trends

An insight into higher education
recruitment in the UK and
Republic of Ireland 2020/2021



Welcome

Managers, professionals and administrators at higher education institutions play a key role in shaping and delivering their vision while keeping everything running smoothly, efficiently and cost-effectively. From HR, Marketing and IT to Finance and Property they provide vital support and are the heartbeat of many universities. However, competition from the private sector and other institutions and organisations locally, regionally and internationally is increasingly fierce. It's becoming more challenging for higher education institutions to attract the best professional, managerial and support talent. With more recruitment channels and places to look for jobs, the market is also increasingly complex.

So, at jobs.ac.uk we've carried out an in-depth study to provide you with a greater insight into the latest recruitment trends and all kinds of information to help you recruit the best talent for your non-academic roles.

Our report takes a closer look at the 17,950 professional, managerial and support adverts placed by British and Irish higher education institutions on our job board during the academic year 2020/2021.

Our extensive report covers a wide range of information to help higher education institutions, jobseekers and careers advisors alike. The information in this report will enable recruitment teams in particular to plan for the future. They can benchmark salaries, assess when it's best to advertise and how long for. They can look at whether certain jobs are generally offered full-time, part-time, temporary or permanent. They can also see breakdowns of jobs advertised on jobs.ac.uk by location and month.

Launched in 1998 by the University of Warwick, jobs.ac.uk is the leading global jobs board for careers in academic, research, science and related professions. Used by over 1,000 universities in 235 countries, jobs.ac.uk attracts over 5.7 million website users per year. Our team has vast experience of connecting higher education jobseekers with higher education opportunities and providing institutions with invaluable insight into the global recruitment market. We hope you find this report useful and the information helps you gain a greater insight into the latest recruitment trends.

ABOUT OUR REPORT

- Our data is purely based on the 50,155 jobs posted by higher education institutions in the UK and Republic of Ireland on jobs.ac.uk from 1 August 2020 to 31 July 2020
- Our top-level statistics state the actual number of job adverts
- When we focus on the segmented job categories, we refer to job opportunities rather than adverts, as some adverts span several disciplines or feature different job roles. Therefore a specific advert may feature in different areas of this report and the number of job opportunities is higher than the number of adverts
- In our report we rounded numbers to the nearest whole number except where numbers were less than 0.5
- Where data has been segmented into different job roles we didn't include categories with less than five opportunities as there wasn't enough data to inform trends
- When we refer to 'Average Apply Clicks', we refer only to clicks made directly to the 'Apply' button

Executive summary

jobs.ac.uk advertises a diverse range of professional, managerial and clerical opportunities across the UK, Ireland and beyond. This report offers a real insight into the different role categories and provides all kinds of useful information from average salaries, peak recruitment times and locations advertised to the percentage of roles offered on a temporary, permanent, full time and part-time basis.

TRENDS

- Jobs adverts for professional, managerial and support roles aren't live for as long as academic roles, largely due to the high application rate and the quality of talent jobs.ac.uk attracts
- Compared to academic opportunities, professional and managerial opportunities are more likely to be permanent (61%) and full-time (86%)
- The summer months are the most popular time to advertise support roles

KEY FINDINGS

- 17,950 professional, managerial and support adverts were posted on jobs.ac.uk by higher education institutions in the UK and Ireland between 1 August 2020 to 31 July 2020
- Professional, managerial and support opportunities account for 30% of all opportunities advertised on jobs.ac.uk
- After academic opportunities, professional, managerial and support roles are the second most advertised opportunities on jobs.ac.uk
- 44% of professional, managerial and support roles were advertised in London and South East England
- 62% of professional and managerial roles offered salaries between £25,000 - £49,999

Professional and Support Roles

Overview of all roles advertised on jobs.ac.uk in the UK and Republic of Ireland.

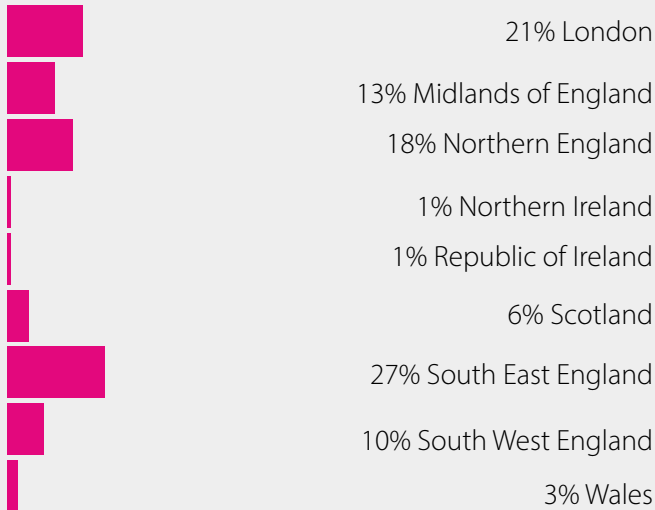
17,950 opportunities

431 average pageviews

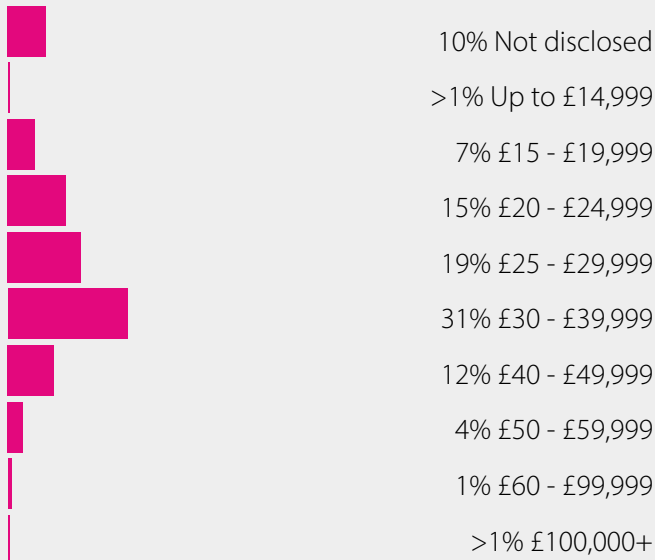
21 average apply clicks

15 average advert length (days)

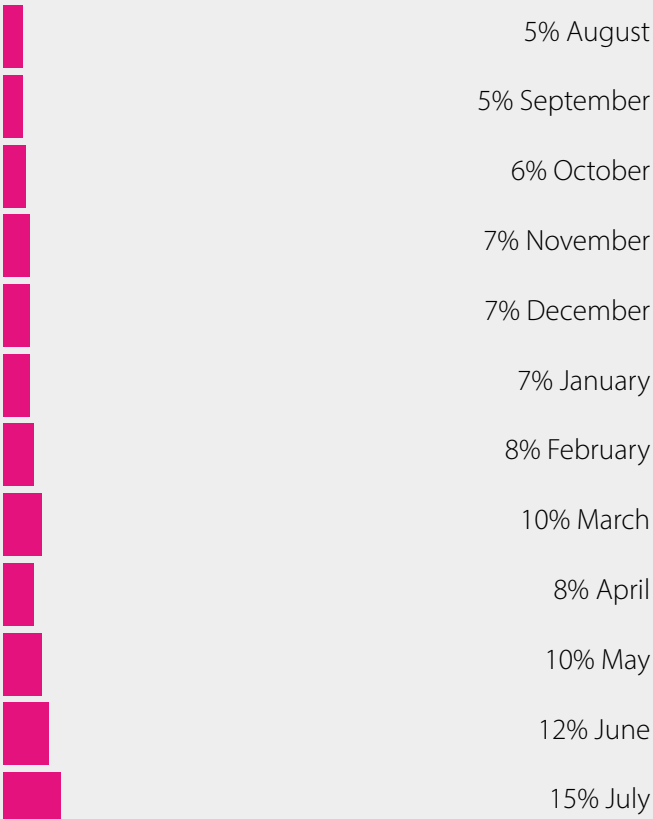
REGION



SALARY



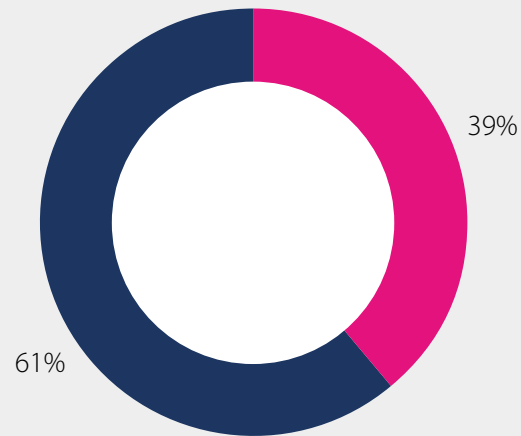
MONTH



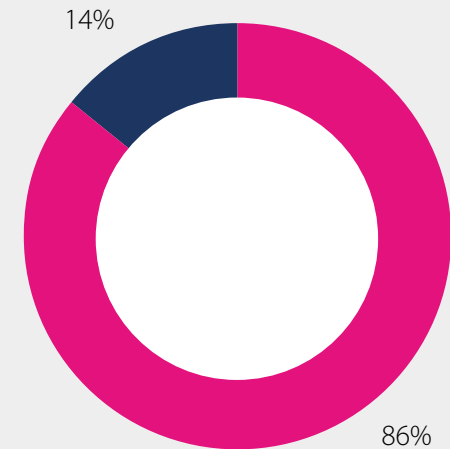
Professional and Support Roles

Overview of all roles advertised on jobs.ac.uk in the UK and Republic of Ireland

TYPE/HOURS



■ Permanent ■ Fixed-term / Contract



■ Full-time ■ Part-time

KEY FINDINGS

- On average recruitment adverts on jobs.ac.uk for professional, managerial and support roles were posted for 15 days, attracting 431 views and 21 apply clicks
- Overall 31% of opportunities were within the salary band £30,000 – £39,999
- A higher proportion of these adverts are in the summer months
- 86% of the opportunities were full time and 39% contract/temporary
- The main recruitment locations were South East England 27%, London 21%, Northern England 18% and the Midlands 13%

Professional and support roles overview

We've placed each role into separate job categories by function. Some roles may feature in more than one category. For example, if a particular job spans IT and Administration, the role would feature in Categories one and three

No. of adverts (Cat-1)

12,875

No. of adverts (Cat-2)

1,026

No. of adverts (Cat-3)

3,508

No. of adverts (Cat-4)

1,986

No. of adverts (Cat-5)

1,265



44% Administrative



7% Finance



6% Fundraising and Alumni



5% Human Resources



3% International Activities



17% PR, Marketing, Sales & Communication



18% Student Services



81% Hospitality, Retail, Conferences and Events



19% Sports and Leisure



55% Library Services and Information Management



45% IT



62% Property and Maintenance



38% Technical Support



100% Senior Management

Overview - All Professional and Support Roles

Category 1 - Administration, Finance, Fundraising and Alumni, HR, International Activity, PR, Marketing and Sales, Student Services

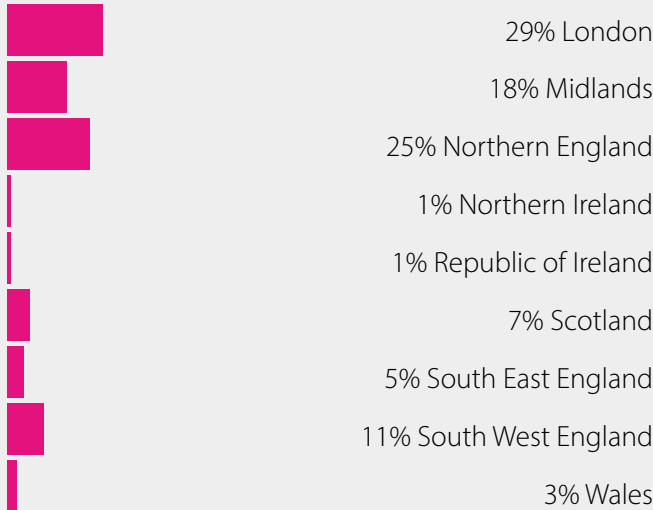
12,875 opportunities

460 average pageviews

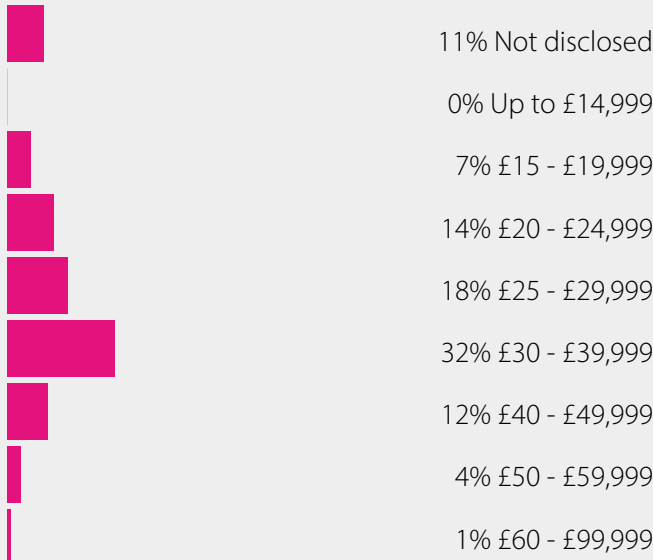
25 average apply clicks

15 average advert length (days)

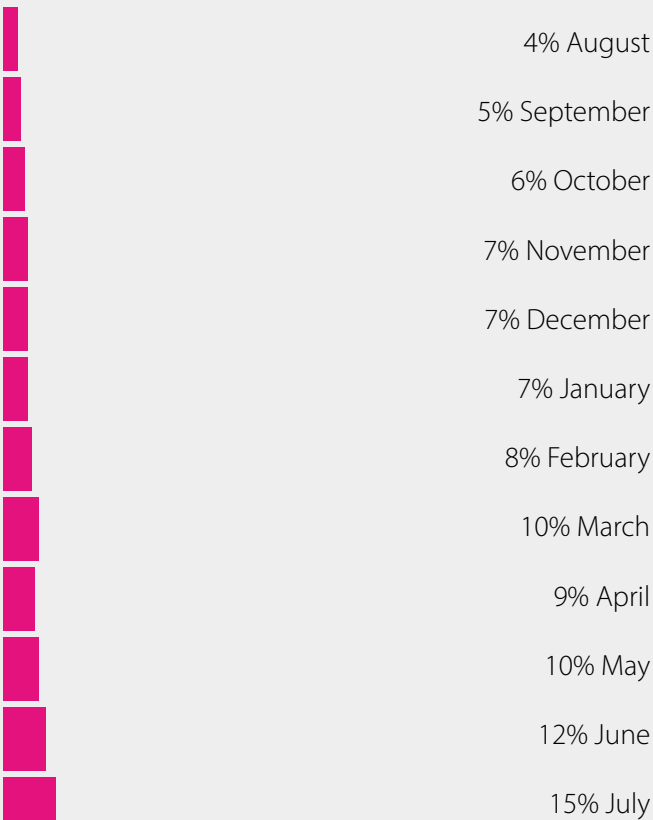
REGION



SALARY



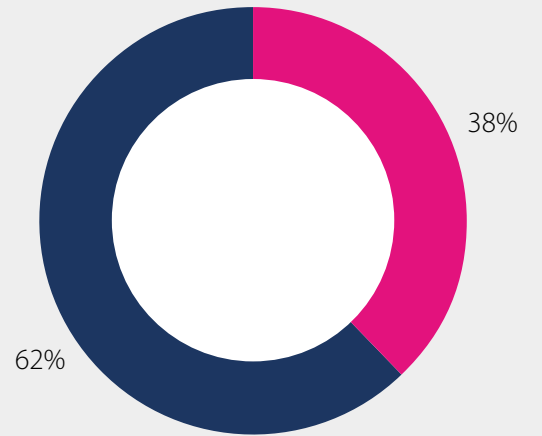
MONTH



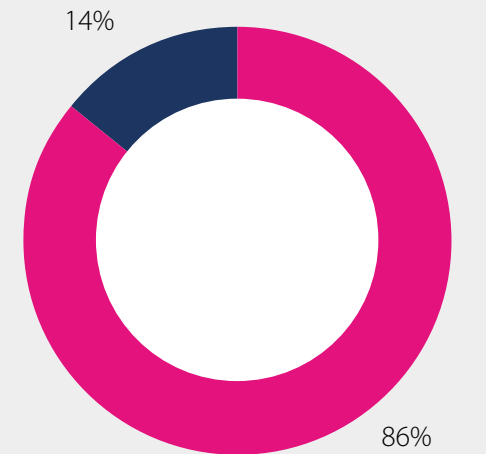
Overview - All Professional and Support Roles

Category 1 - Administration, Finance, Fundraising and Alumni, HR, International Activity, PR, Marketing and Sales, Student Services

TYPE/HOURS



■ Permanent ■ Fixed-term / Contract



■ Full-time ■ Part-time

KEY FINDINGS

- 12,875 opportunities were advertised in this category
- The average opportunity was posted for 15 days attracting 460 views and 25 apply clicks
- 54% of the opportunities advertised were located in London and Northern England
- 62% of the roles were permanent and 86% were full time
- The salary for 45% of these roles was between £30,000-£49,999

Overview - All Professional and Support Roles

Category 2 - Hospitality, Retail, Conferences and Events, Sport and Leisure

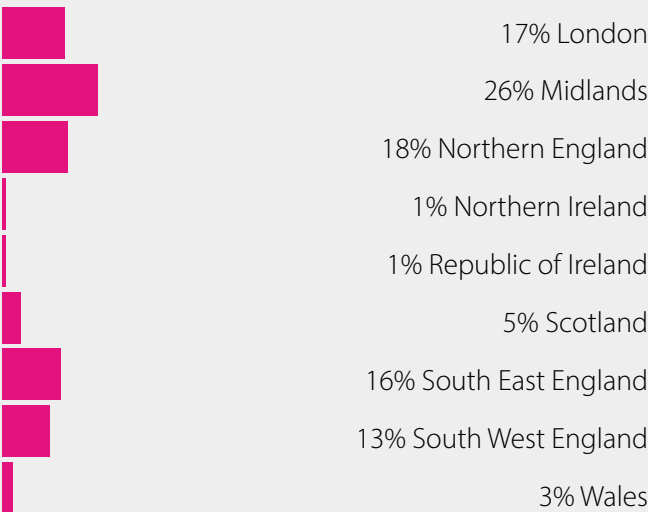
1,026 opportunities

373 average pageviews

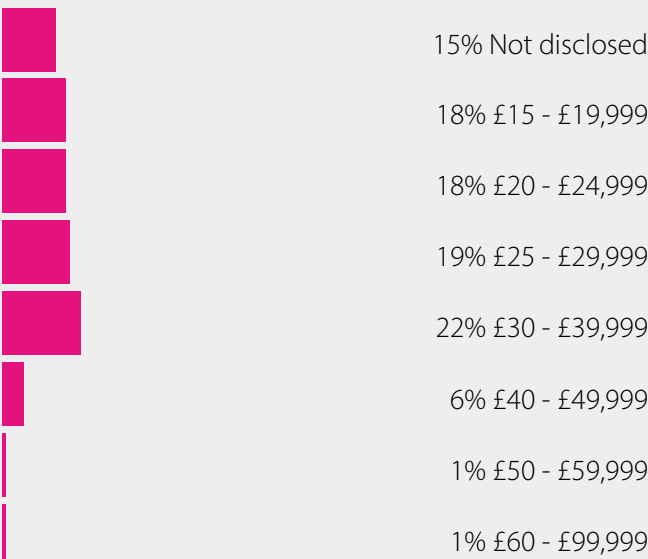
18 average apply clicks

14 average advert length (days)

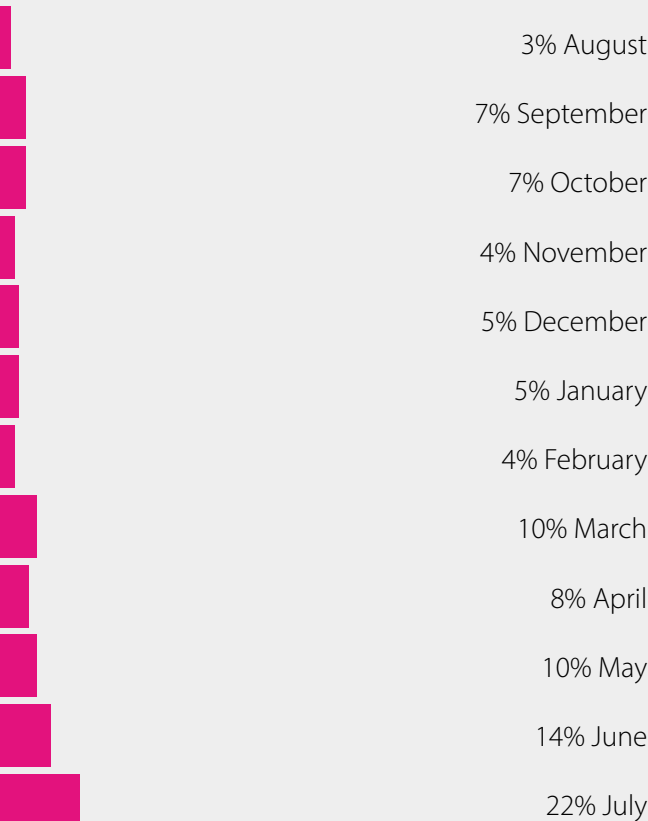
REGION



SALARY



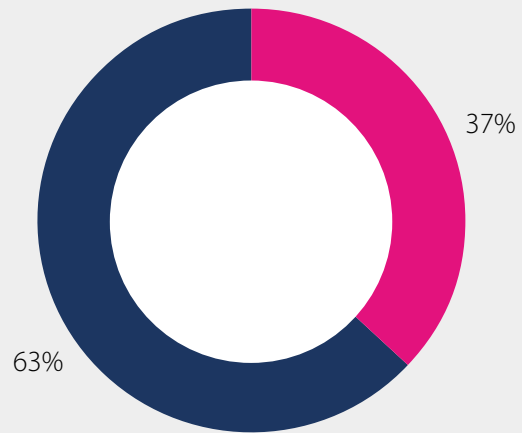
MONTH



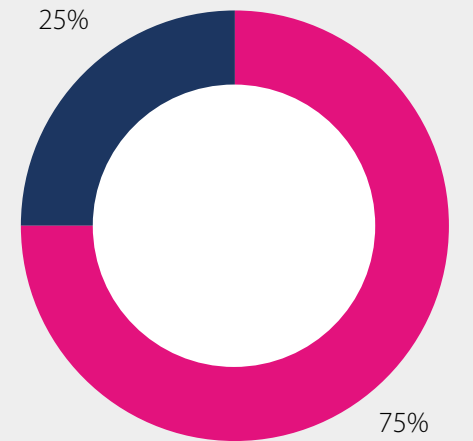
Overview - All Professional and Support Roles

Category 2 - Hospitality, Retail, Conferences and Events, Sport and Leisure

TYPE/HOURS



■ Permanent ■ Fixed-term / Contract



■ Full-time ■ Part-time

KEY FINDINGS

- 1,026 opportunities were advertised in this category
- The average opportunity was posted for 14 days attracting 373 views and 18 apply clicks
- 44% of the opportunities were located in the Midlands and Northern England
- 63% of the roles were permanent and 75% were full time
- The salary for 31% of these roles was between £25,000-£39,999

Overview - All Professional and Support Roles

Category 3 - IT, Library Services and Information Management

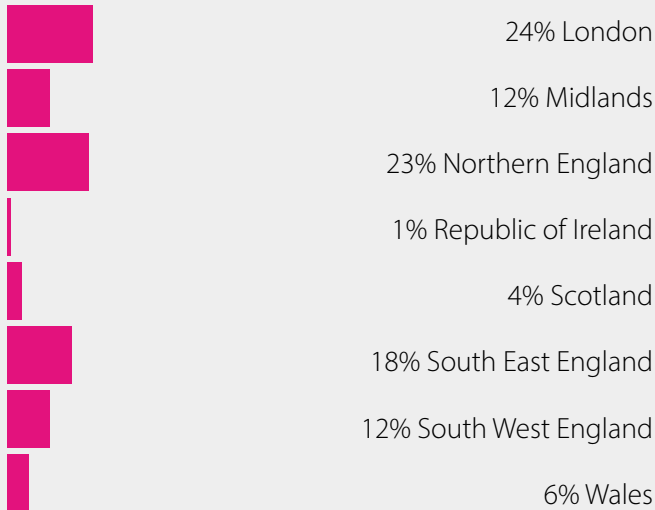
3,508 opportunities

442 average pageviews

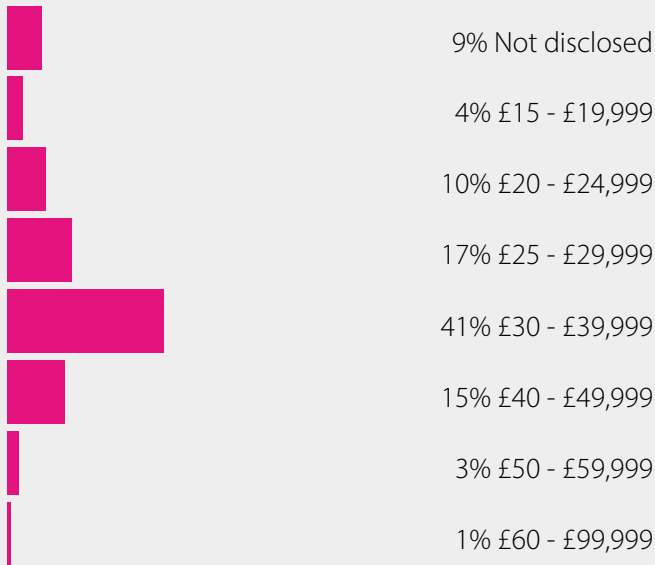
20 average apply clicks

15 average advert length (days)

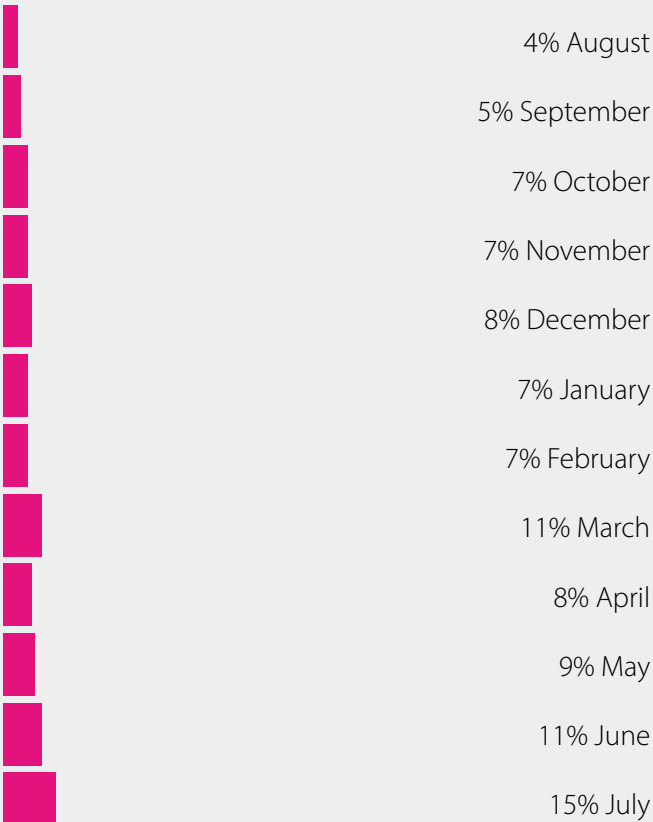
REGION



SALARY



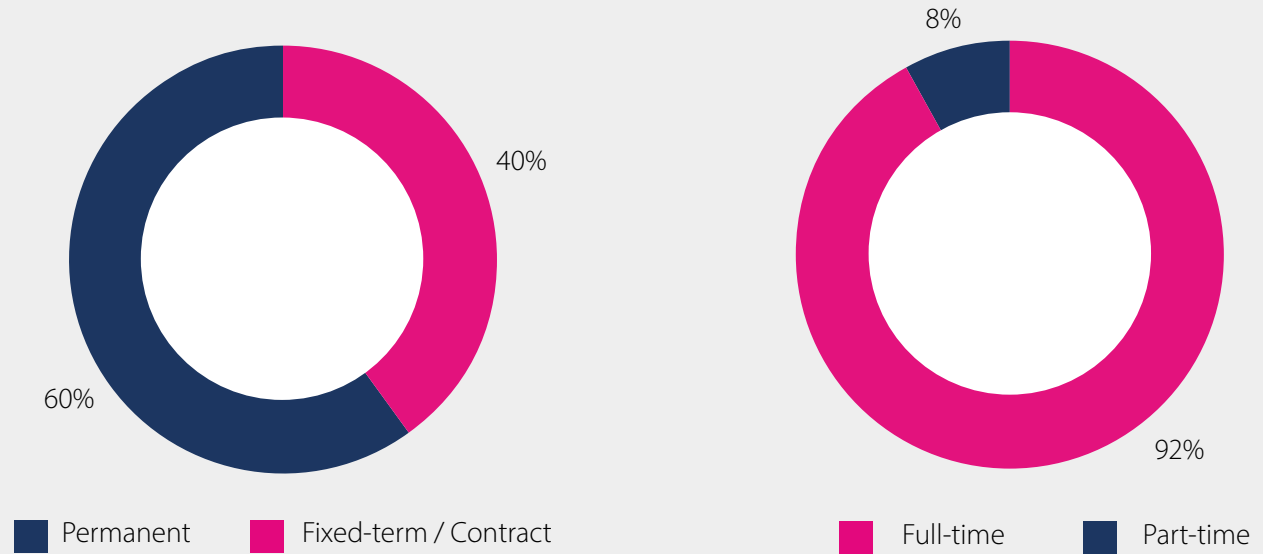
MONTH



Overview - All Professional and Support Roles

Category 3 - IT, Library Services and Information Management

TYPE/HOURS



KEY FINDINGS

- 3,508 opportunities were advertised in this category
- The average opportunity was posted for 15 days attracting 442 views and 20 apply clicks
- 47% of the opportunities advertised were located in London and Northern England
- 60% of the roles were permanent and 92% were full time
- The salary for 56% of these roles was between £30,000-£49,999

Overview - All Professional and Support Roles

Category 4 - Property and Maintenance, Technical Support

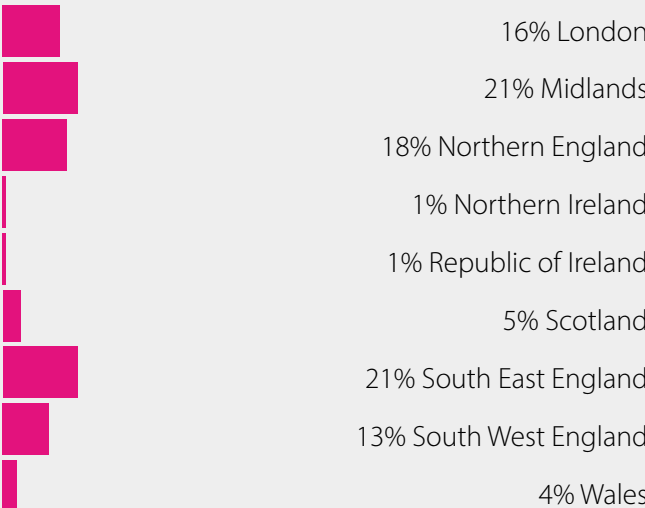
1,986 opportunities

378 average pageviews

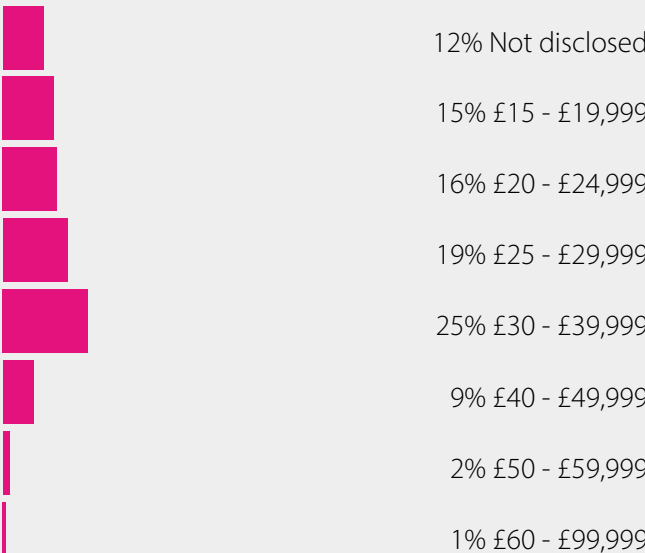
10 average apply clicks

16 average advert length (days)

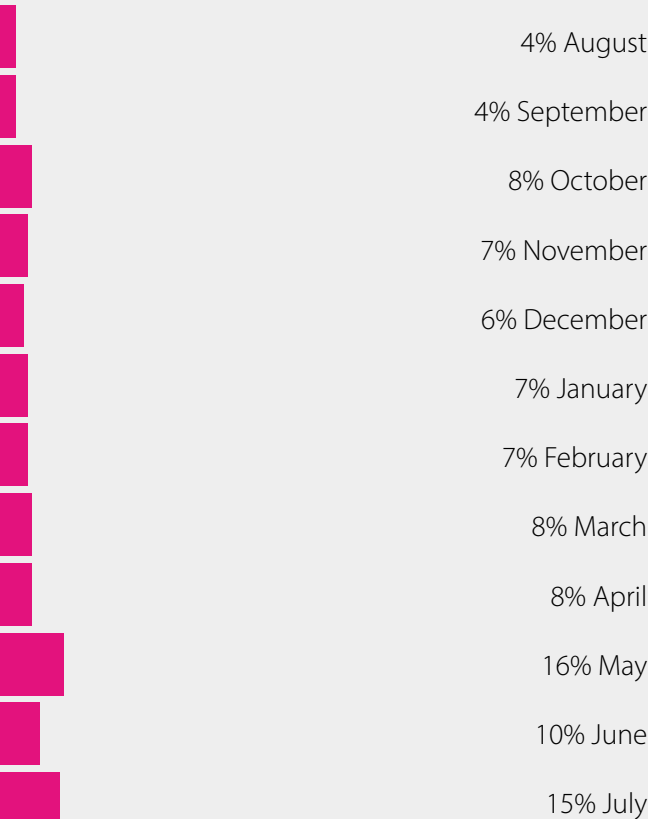
REGION



SALARY



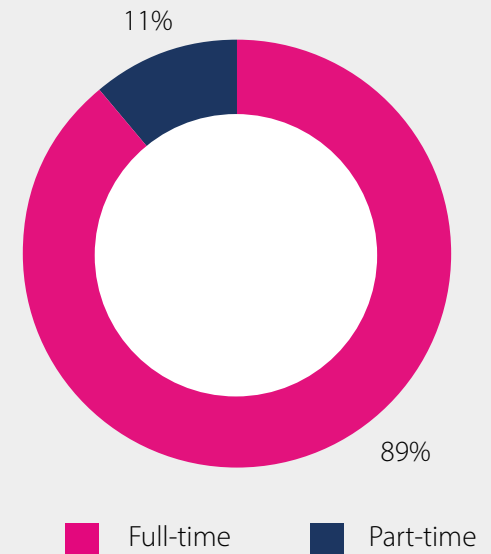
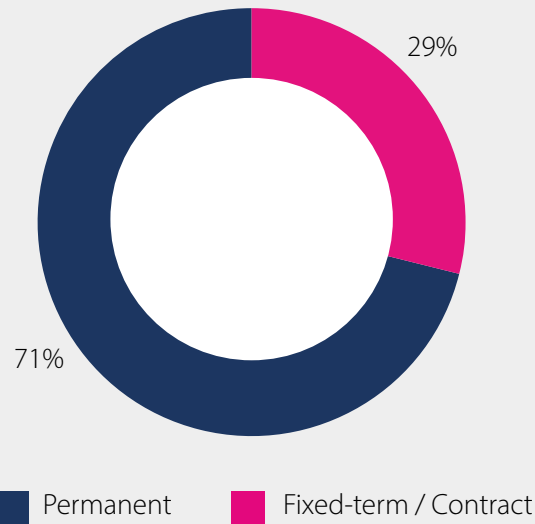
MONTH



Overview - All Professional and Support Roles

Category 4 - Property and Maintenance, Technical Support

TYPE/HOURS



KEY FINDINGS

- 1,986 opportunities were advertised in this category
- The average opportunity was posted for 16 days attracting 378 views and 10 apply clicks
- 42% of the opportunities advertised were located in the Midlands and South East England
- 71% of the roles were permanent and 89% were full time
- The salary for 44% of these roles was between £25,000-£39,999

Overview - All Professional and Support Roles

Category 5 - Senior Management

1,265 opportunities

635 average pageviews

35 average apply clicks

17 average advert length (days)

REGION



SALARY



MONTH



4% August

5% September

8% October

7% November

8% December

7% January

8% February

12% March

11% April

9% May

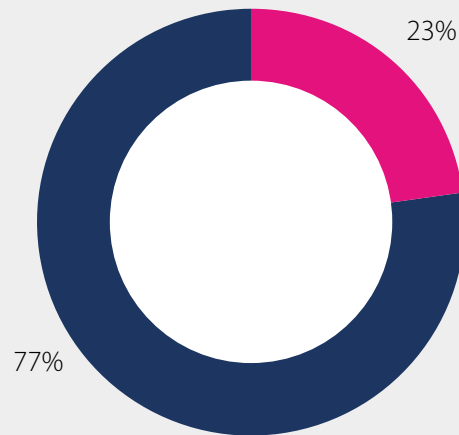
12% June

9% July

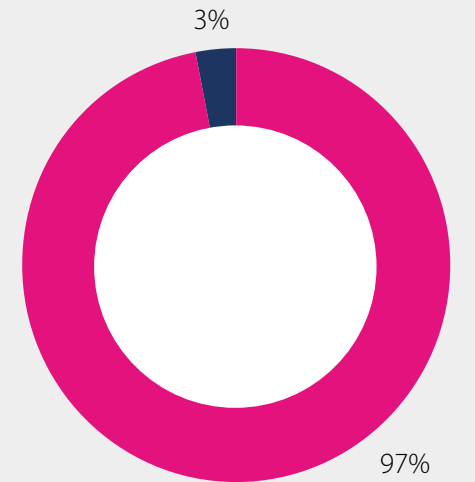
Overview - All Professional and Support Roles

Category 5 - Senior Management

TYPE/HOURS



■ Permanent ■ Fixed-term / Contract



■ Full-time ■ Part-time

KEY FINDINGS

- 1,265 opportunities were advertised in this category
- The average opportunity was posted for 17 days attracting 635 views and 35 apply clicks
- 51% of the opportunities advertised were located in London and Northern England
- 77% of the roles were permanent and 97% were full time
- The salary for 57% of these roles was between £40,000-£59,999

About jobs.ac.uk

Launched in 1998 by the University of Warwick, jobs.ac.uk is the leading global jobs board for careers in academic, research, science and related professions. From academic, research and managerial roles to PhD programmes and studentships, jobs.ac.uk advertises opportunities for organisations worldwide including universities, research institutions, colleges, charities and commercial organisations.

OUR KEY STATISTICS

5.7
million

WEBSITE USERS
in 2020/2021

1,193

ORGANISATIONS
advertised with us in
2020/2021

1.3
million

APPLY CLICKS
in 2020/2021

115,000+

JOBSEEKERS
subscribe to our
Jobs by Email service

100%

UK PUBLIC UNIVERSITIES
advertise with us

87%

**TOP RANKED GLOBAL
UNIVERSITIES¹**
advertise with us

¹ QS World Ratings 2021



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