

Academic: Education Focused Job Family – Grade 9

Role Summary

This profile builds on the activities outlined at Grade 8. Role holders at this level will provide academic leadership in knowledge transfer, teaching and learning. They will have a considerable national/international reputation in their subject/discipline as evidenced by authorship of authoritative/acclaimed bodies of pedagogical work, invitations to present keynote/plenary lectures at international conferences, election to fellowship of national academies and/or professional societies etc. They will be responsible for leading funding bids which develop and sustain pedagogical development of the specialist area and advance the reputation of the School and the University. They will be responsible for leading the development and delivery of innovative and challenging learning and teaching activities for the subject area and will have a significant contribution to the development of teaching and learning strategies in the School and across the University. Role holders will also play a lead role in effective academic/School management. They will possess in-depth knowledge of the specialism to enable the development of new knowledge, innovation and understanding in the field.

Representative Work Activities (Based on National Library of Role Profiles/HERA)

Teaching & Learning Support	<ul style="list-style-type: none"> • Oversee the design and development of the overall curricula. • Develop the quality assurance framework within the Institution's overall framework e.g. for the validation and revalidation of courses and student admission and assessment. • Encourage the development of innovative approaches to course delivery and ensure that teaching delivery achieves the educational standards of the School.
Research	<ul style="list-style-type: none"> • Lead the development and implementation of teaching strategy. • Lead and co-ordinate pedagogical research activity in the subject. • Lead bids for pedagogical research, consultancy and other additional funds. • Make presentations at national and international conferences and similar events. • Contribute at a national/international level to the development of teaching of the discipline.
Communication	<ul style="list-style-type: none"> • Be routinely involved in complex and important negotiations internally and with external bodies.
Liaison & Networking	<ul style="list-style-type: none"> • Chair committees and participate in Institutional decision making and governance. • Lead and develop internal and external networks to foster collaboration and share information and ideas and to promote the subject and the Institution. • Promote and market the work of the School in the subject area both nationally and internationally.
Team Development	<ul style="list-style-type: none"> • Exercise academic leadership for all subject area teaching activities. • Act as line manager for matters relating to the employment of staff and ensuring the work is allocated fairly, according to skills and capacity. • Ensure that staff are suitably qualified to work within their own area. • Advise staff on personal and career development plans.
Teamwork & Motivation	<ul style="list-style-type: none"> • Promote a collegial approach and develop team spirit and team coherence. • Foster inter-disciplinary team working. • Develop and communicate a clear vision of the School's strategic direction.
Pastoral Care	<ul style="list-style-type: none"> • Responsible for the initial resolution of all student issues within standard procedures. • Overall responsibility for welfare of staff drawing on specialist advice and support as required. • Ensure that an appropriate framework is developed and used for pastoral care issues.

Initiative, Problem-Solving & Decision-Making	<ul style="list-style-type: none"> • Determine the final allocation of resources within own area of responsibility. • Act as the final arbiter in local disputes. • Be party to strategic decisions at Institutional level • Lead the development of new and creative approaches in responding to teaching challenges. • Initiate new and original solutions to problems. • Provide advice to external bodies.
Planning & Organising Resources	<ul style="list-style-type: none"> • Take overall responsibility for the organising and deployment of resources within own areas of responsibility. • Contribute to Institutional planning and strategic development.
Sensory & Physical Demands	<ul style="list-style-type: none"> • Demands may vary from relatively light to a high level depending on the discipline and type of work undertaken, and may involve carrying out tasks that require the learning of certain skills
Work Environment	<ul style="list-style-type: none"> • Overall responsibility for health and safety in own areas of responsibility. • Ensure that appropriate risk management processes are operational.
Knowledge & Experience	<ul style="list-style-type: none"> • A leading authority in the subject, with a considerable national/international reputation. • Possess in depth knowledge of specialism to enable the development of new knowledge, innovation and understanding in the field. • A thorough understanding of Institutional management systems and the wider higher education environment. • Ability to take responsibility for key administrative/management functions and play a lead role in the development and implementation of the School teaching strategy. • Relevant PhD qualification together with a sustained and extensive teaching career. • Proactive engagement in continuing professional development/training to keep knowledge and skills up-to-date. • Knowledge of and adherence to the University's Health and Safety and Equality, Diversity and Inclusion policies/procedures

Personal Skills and Attributes

- Ability to lead and deliver on major pedagogical research and teaching projects and initiatives.
- Ability to act as a role model in the areas of teaching and service.
- Proven high level communication and presentation skills, capable of providing strategic advice and guidance at a senior level.
- Proven high level interpersonal skills including ability to negotiate, motivate, influence and build collaborative relationships at a senior level within and outwith the University.
- Ability to lead and secure major funding bids relating to teaching.
- Highly developed leadership/management skills.
- Advanced planning and organisational skills.
- Advanced resource/financial planning skills.
- Capable of contributing to School/University strategy and policy.
- Courtesy, respect and collegiality at all times.

N.B. For information on quality standards / expected output please refer to the University's Academic Promotions Procedures.