

## Professor in Healthcare Education Deputy Head of School

*(Education and Students)*



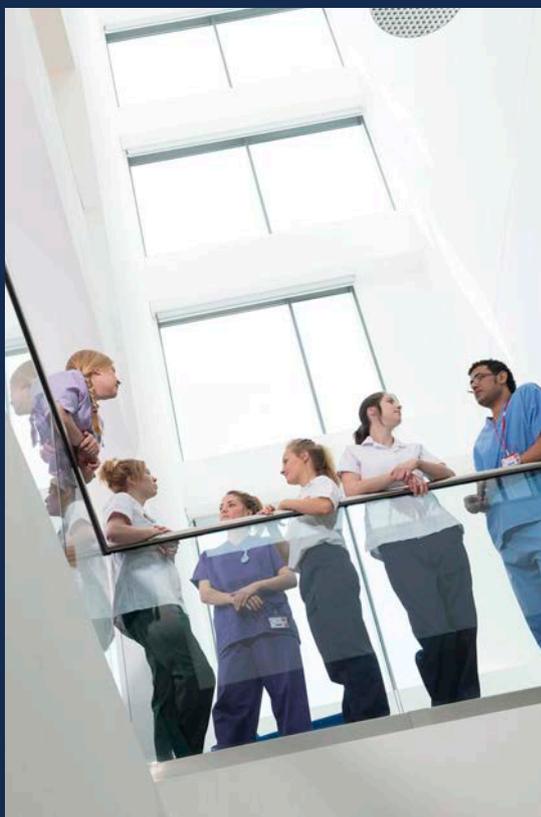
# Introduction

*Cardiff is an ambitious and innovative university with a bold and strategic vision located in a beautiful and thriving capital city.*

Our world-leading research was ranked 5th amongst UK universities in the 2014 Research Excellence Framework for quality and 2nd for impact. Our research earns grants and investments totalling tens of millions of pounds and attracts top researchers from around the world. We help to generate business ideas and spin-out companies and contribute to economic growth and job creation in Wales and beyond.

Our education ambition is to build on current good practice to provide a positive and enriching student experience that will be supported through an effective and innovative Education and Student Strategy. We ensure a strong emphasis on supporting students through the transition to independent learning and recruiting students from all strata of society. As well as attracting students from all over the UK, we are a popular destination for those from overseas, with our student population of 30,180 representing over 100 countries.

Driven by creativity and curiosity, we strive to fulfil our social, cultural and economic obligations to Cardiff, Wales, and the world; our ambition is to be among the top 100 universities in the world and top 20 in the UK.



# The School of Healthcare Sciences

*We are dynamic, innovative and forward looking. We are recognised for our excellence in learning, teaching and research. We are committed to the development of impactful healthcare knowledge that directly improves health outcomes and healthcare for patients and families.*



We are a large School with a diverse, inter-professional portfolio. Our establishment includes staff on the teaching and scholarship, teaching and research and Research pathway supported by a large professional support service. The School has over 3,000 students, comprising of undergraduates, postgraduate taught students and postgraduate research students.

We encompass a range of healthcare professions, including midwifery, nursing (adult, child and mental health), occupational therapy, physiotherapy, clinical photography, perioperative practice and radiography (diagnostic and therapeutic). Across the breadth of the professions we represent we undertake a range of activity, from the pursuit of research of the highest quality to the delivery of educational programmes of the highest standard.

We are based across two locations, with the majority of our activity based at the University Hospital of Wales, the largest hospital in Wales and third largest in the UK.

We collaborate with a wide range of external stakeholders, as well as our partners within the College of Biomedical and Life Sciences and the wider University. We maintain close relationships with the Local Health Boards within Wales, the Welsh Government and professional bodies including the Nursing and Midwifery Council (NMC), the Health and Care Professions Council (HCPC) and the Institute of Medical Illustrators (IMI).

## Our Facilities

Our students benefit from dedicated spaces configured to simulate clinical environments, providing unrivalled resources for the development of clinical skills including: four simulated hospital wards housing a Children's Ward, Intensive Treatment Unit, two general wards, mock theatres and treatment rooms. The simulation suites benefit from having a broad selection of high fidelity simulation manikins in the form of our collection of Laerdal patient simulators that are used alongside low fidelity manikins for subjects such as manual handling and catheterisation. We have also invested heavily in state-of-the-art equipment for research development and data generation: the Research Centre for Clinical Kinesiology (RCCK) is one of the most sophisticated movement analysis laboratories in the UK.



## Research within the School of Healthcare Sciences

### *Our research is structured across four themes:*

The enhancing palliative, emotional and supportive care theme works to improve the health and wellbeing of people affected by chronic and life limiting conditions in Wales and beyond.

Our workforce, innovation and improvement theme seeks to provide evidence about both current and new ways of working to meet complex health care demands.

The maternal, child and family health and wellbeing theme is focused on the improvement of communication, support and quality of care for parents and their children.

Our optimising health through activity and lifestyles theme carries applied research that seeks to improve the delivery of healthcare for those experiencing a range of acute and chronic conditions, illnesses and injuries.

We are committed to pursuing research and scholarship of the highest quality, and we are one of the leading healthcare research departments in the UK. We are a centre of excellence which generates internationally distinguished, theoretically informed and empirically rigorous research. Our research stands at the forefront of healthcare and policy debates at international, national and local levels; improving, influencing and informing healthcare across Wales and beyond with patients and families at its heart.

## Education within the School of Healthcare Sciences

*Our research-led teaching is interdisciplinary:*

We are widely recognised for the excellence of our programmes of study. With each programme accredited by the relevant professional body, we have a reputation for academically rigorous curricula whilst also providing access to state-of-the-art facilities to prepare our students for clinical practice. The unique, multidisciplinary nature of the School provides a rounded experience, ensuring we develop skilled, knowledgeable and compassionate healthcare professionals committed to an ethos of evidence-based care.

Our aim to have consistently high student satisfaction scores and employment rates is indicative of the quality of the education we pride ourselves on delivering to our students.

## The College of Biomedical & Life Sciences

*The School belongs to the College of Biomedical and Life Sciences which brings together eight schools with immense strength in research and teaching.*

The College is a vibrant academic community, providing opportunities for interdisciplinary learning and research, as well as the opportunity to access state-of-the-art facilities from across the University.

The College aims to be a world-leading centre of academic and clinical excellence, renowned for holistic, student-focused education and specialty training targeted at improving the health and well being of society. The Schools within the College engage public and patient involvement to inform pedagogy and curriculum developments, and to provide students with a multi-dimensional learning experience.

An integrated approach is taken to all aspects of health and bioscientific research, achieving internationally respected results at all stages of the medical research process, from laboratory science through to improved medical and healthcare practices. The impact of our work is seen in a range of activities from the introduction of new therapies and diagnostics, leading change in practice and standards, through to advancing and informing public policy initiatives.

With ambitions to grow world-leading research, deliver disciplinary excellence and interdisciplinary distinction, and generate global impact, research within the College is structured into five themes: Integrative Biosystems, Cancer, Immunology, infection and inflammation, Mind, brain and neuroscience and Population Health. The Centre for Trials Research at Cardiff University is also located within the College and is the largest group of academic clinical trials staff in Wales.

## Position Overview

*The Professor role in the School of Healthcare Sciences is an exciting new position that will lead, develop and strategically shape the School's education portfolio.*

The School of Healthcare Sciences at Cardiff University has embarked on an ambitious strategic plan to build on its excellent reputation as the largest provider of healthcare education in the UK, enhancing and developing its portfolio to meet stakeholder needs. We want to provide an innovative and flexible portfolio that meets workforce needs and provides all students with an excellent teaching experience that encourages original thinking, drives up engagement and prepares them for careers in healthcare. Our vision is to create an education experience for every student – undergraduate, postgraduate and research that is inspiring, supportive and challenging. In order that Cardiff healthcare science graduates are renowned as caring professionals, continually in demand for the quality of their knowledge and skills.

We are seeking an outstanding, experienced scholar who can demonstrate educational leadership and innovation at professorial level. The appointed person will be an innovative academic committed to delivering the highest quality pedagogy across our healthcare disciplines. They will identify and lead opportunities for curriculum innovations and enhancements whilst undertaking and leading educational research, pedagogical evaluation and scholarly activity, leading to publications in high quality national and international professional and scholarly journals.

The role holder will also be required to take on the role of Deputy Head of School for an initial 3-year term and would have demonstrable experience working at this level, leading School strategic initiatives. As a member of the School's Senior Executive Team you will be responsible for overseeing the Education and Students portfolio for the School working in close collaboration with the other Deputy Heads of School, and the Education and Students Directors to ensure the effective delivery of the School, College and University's education strategy. The role holder will be required to provide strategic direction to establish and enhance effective innovative, interdisciplinary education of all taught programmes and ensure high-quality delivery and organisation.

This is a full time position of 35 hours per week (1 FTE).

The Deputy Head role will have an indicative workload allocation of 700 hours and include an annual, pensionable management allowance.

**Salary:** The position will carry a competitive salary on the professorial scale.



# Job Description

## *Main Duties and Responsibilities*

### **Leadership**

- To actively contribute to the School-level strategic planning and contribute to wider strategic planning processes in the University;
- To participate fully in the School of Healthcare Sciences committees and management meetings, and Chair as required, which contribute to the management of quality, audit and other external assessments/inspections;
- To represent the School at College, University and external stakeholder committees and working groups, as appropriate;
- To provide opportunities for staff development aimed at improving skills and knowledge in learning and teaching pedagogy, assessment and feedback;
- As a member of staff with managerial/supervisory responsibilities you will also be responsible for ensuring that University policy and procedures and legal duties are applied within your areas and that appropriate risk assessments are undertaken, necessary actions are implemented and staff within your area are fully conversant and trained in respect of their Health and Safety obligations;
- To provide academic leadership by making a significant contribution to the delivery of the University, College and School's strategic priorities including the school educational strategy, instigating and encouraging national and international collaborations and partnerships, engagement activity and innovation;

### **Scholarship**

- To undertake and lead educational research, pedagogical evaluation and scholarly activity which results in: i) publications in high quality national and international professional and scholarly journals, ii) promotion of research-led teaching and iii) contributing to policy developments (locally, nationally and internationally);
- To participate in national and international conferences, seminars and other academic and professional forums to disseminate the results of one's own scholarship and sustain an external profile underpinned by esteem and impact measures;

### **Teaching**

- To identify and lead opportunities for curriculum innovations and enhancements, including:
  1. Initiating and implementing new cost-effective modules and programmes
  2. Conducting a programme of evaluation and research to assess the quality and impact of the current teaching and to make a significant contribution to the international development of such teaching
  3. Further developing interdisciplinary learning at undergraduate and postgraduate level
  4. To play a leading role in developing flexible pedagogies with technology-enhance learning.
- To act as a programme manager, module leader and / or tutor, where appropriate – ensuring delivery of teaching in line with current curricular requirements, developing and applying innovative and appropriate teaching techniques and material which create interest, understanding and enthusiasm amongst students;
- To undertake work associated with examinations, such as setting and marking assessments, providing student feedback and Chairing of Examination and other School Committees, as required;
- To act as a Personal Tutor and provide pastoral support to students, including supervising the work of Undergraduate and Master's students, the co-supervision of PGR's and acting as a PGR progress review panel member as required;

### **Other**

- To undertake and lead operational managerial responsibilities as requested by Head of School and senior management team;
- To engage effectively with industrial, commercial and public sector organisations, professional institutions, other academic institutions etc., regionally and nationally and internationally to raise awareness of the School's profile, to cultivate strategically valuable alliances, and to pursue opportunities for collaboration across a range of activities. These activities are expected to contribute to the School and the enhancement of its regional, national, and international profile;
- Any other duties not included above, but consistent with the role.

# Person Specification

## *Essential Criteria*

### **Qualifications, Skills and Education**

1. Postgraduate degree at PhD level in a related subject area or relevant industrial experience and current registration with NMC or HCPC
2. Postgraduate Certificate in University Teaching and Learning or equivalent qualification, or experience

### **Knowledge Skills / Experience**

3. Substantial teaching experience at undergraduate/postgraduate level, demonstrating teaching innovation and course development and design at an established national and international level
4. Established national and international reputation for education and teaching publications within academic field
5. Proven ability to design, deliver and continuously develop modules across the School's teaching programmes, contributing to the educational development of the University and the ability to deliver high-quality teaching at both postgraduate and/or undergraduate levels
6. Knowledge of current healthcare and health education, policy development and processes

### **Pastoral, Communication and Team working**

7. Highly effective communicator with a clear understanding of the relationship between teaching, research and practice development and a proven record of building links and developing new and successful collaborations with senior health professionals and/or policy makers/ external partners.
8. Proven ability to disseminate complex and conceptual ideas clearly and confidently to others using high level skills and a range of media
9. Proven record of senior academic leadership within a healthcare or higher education organisation, demonstrating people management skills, the ability to supervise, guide and mentor staff and students to drive forward the education strategy

## *Desirable Criteria*

1. Has the ability to provide appropriate pastoral support to students, appreciate the needs of individual students and their circumstances and to act as a personal tutor
2. Proven ability to adapt to the changing requirements of the Higher Education community
3. Experience of promoting research-led teaching
4. Proven record of taking responsibility for academically related administration.

# Additional information

## *Deputy Head of School Role Description*

As a member of the School's Senior Executive, and School Policy and Planning Board you will contribute to the planning and delivery of the School's strategy and provide high-level advice and guidance to the Head of School on all matters relating to the School's Education Strategy, academic workloads and the development of taught educational provision including:

- Working in close collaboration with the Deputy Head, Organisational Development & Professional Practice to ensure all taught programmes are appropriately resourced;
- Working with the Head of School and School Manager to manage the stakeholder relationship with the Workforce Education Development Services (WEDS) to ensure the commissioners' interests and engagement are adequately managed;
- Managing the School's Education and Students' budgets and ensure these operates within agreed limits - achieving value for money - working closely with the Education and Students Manager, and Programme Delivery Manager, to assess projection and determine appropriate actions;
- Chairing the School's Education Committee, Education Executive and other senior education committees as appropriate;
- Taking a leadership role and overall responsibility for the efficient and effective management and enhancement of all taught programmes to include: management of student attrition, student satisfaction and recruitment;
- Take overall responsibility for student satisfaction as per taught student survey feedback (Welcome to Cardiff, Study at Cardiff, NSS and PTES) and league table/world-ranking scores;
- Working in close collaboration with the Deputy Head, Organisational Development & Professional Practice and Directors to ensure all programmes comply with NMC and HCPC, Professional Body, QAA, TEF and University regulations and procedures;
- Taking a leadership role to develop the most effective, efficient and high quality programmes within the School, maximizing opportunities for shared learning, Inter-Professional Education, 'e' learning and technology assisted learning and ensure examples of good practice and innovation are shared across the School;
- In close collaboration with appropriate academics, the Head of School and the Education and Students Manager, overseeing the School's Annual Review and Evaluation Report, accreditation, validation and review processes;
- Line Managing a group of academics aligned to the delivery of the Education Strategy, as required, and support their professional development;
- In liaison with the Education and Students Directors, monitoring programme recruitment and retention, and initiate intervention as necessary;
- Liaising with the Deputy Head: International and Engagement, programme managers and relevant admissions and marketing colleagues to meet University and College international recruitment targets to programmes, and to manage attrition;
- Representing the School on College and University external stakeholder committees and working groups as appropriate;
- Working in close collaboration with the Directors, Professional Heads and Programme Managers to develop relevant and beneficial collaborations with others within the College and beyond to facilitate opportunities for the development of interdisciplinary learning at undergraduate and postgraduate taught level;
- Providing leadership, support and guidance to academics primarily involved in learning and teaching activity;
- Working in close collaboration with the Deputy Head of Research and Innovation to ensure the development and implementation of research-led teaching, promoting the development of learning and teaching in a research rich culture;
- In liaison with appropriate Professional Leads ensuring the co-ordination of clinical skills provision in undergraduate programmes.

# How to Apply

*Informal enquiries about the post are most welcome and may be directed to:*

**Professor Heather Waterman**

Dean and Head of School

Tel: 02920 917733

Email: [watermanh1@cardiff.ac.uk](mailto:watermanh1@cardiff.ac.uk)

Formal applications must be made online at **[www.cardiff.ac.uk/jobs](http://www.cardiff.ac.uk/jobs)**

The post reference number is **5974BR**

Your application must include a supporting document which should evidence how all of the essential criteria in the job specification (and any desirable criteria) is met and should also include your relevant, current, professional registration number i.e.: Health & Care Professions Council or the Nursing and Midwifery Council. Please save the supporting document as: **Name\_Supporting\_5974BR**.

**The closing date for applications is 30th June 2017.**

Please be aware that Cardiff University reserves the right to close this vacancy early should sufficient applications be received.