

**University of Derby Job Description**

# **Job Summary**

## **Job Title**

Provost - Learning and Teaching

## **College/Department**

Vice-Chancellors Executive

## **Location**

Derby

## **Job Reference Number**

0060-21

## **Salary**

Competitive Salary

## **Reports To**

Vice-Chancellor

## **Line Management Responsibility**

Yes

# **Job Description and Person Specification**

## **Role Summary**

The Provost Learning and Teaching role is one of strategic academic leadership, with responsibility for leading the development of the University’s strategy and underpinning policies relating to learning and teaching in line with the University’s strategic framework. The role will help to build and develop student careers by creating opportunities; growing networks by connecting communities; and advancing knowledge by delivering impact.

The core purpose of the role is to ensure that the University achieves its ambition of delivering excellence and opportunities for students. The role therefore entails a significant level of cross-institutional responsibility and the post holder will be required to work collaboratively with the PVC-Deans to ensure a sustainable yet evolving suite of academic provision; to include online/off-campus delivery, as well maximising the potential of more traditional learning and teaching.

The role holder will need to draw on their credibility as an academic and people leader, their comprehensive understanding and data-driven insight into sector developments and their innovative approach to enhancing student experience and attainment.

As a member of the Vice-Chancellor’s Executive the role holder will support the delivery of the University’s wider strategic framework and objectives. As an inclusive University that is passionate about widening access and giving all of our students the best possible chance to excel, the Provost Learning and Teaching must ensure that we aim to achieve this in everything we do and be constantly striving for excellence. We must reach all communities and attract students from around the world.

## **Principal Accountabilities**

1. Lead the overall development and delivery of a dynamic, exciting and ambitious Learning & Teaching strategy across the whole University provision (HE, FE, Apprenticeships and Online), aligning it with the overarching University Strategy, with particular reference to:
2. enabling the University to build on its long-standing reputation for teaching excellence and ensuring the development of sector-leading flexible, integrated learning that aligns to the needs of learners, not just now but in the future;
3. embedding strategies so as ensure that the teaching modes and curriculum enable Derby’s educational experience to be transformational;
4. ensuring that our education at all levels is research stimulated;
5. being seen as sector leading in internationalising the student experience;
6. embedding employability into the curriculum, ensuring our students are adequately prepared for professional working life;
7. ensuring the curriculum appropriately represents our diverse student community, with particular emphasis of developing critical and resilient thinkers;
8. ensuring our academic staff role model positive attitudes that challenge inappropriate behaviours, language and prejudiced views, empowering our students to act as agents for change in their own professional practice;
9. cultivating global citizenship within the student population using curriculum design and leadership style in order to influence others to think deeply and critically about fairness and equality;
10. championing multiculturalism and create a thriving learning and teaching environment where students grow confidence to question social inequalities.
11. Ensure a sustainable yet evolving suite of academic provision; to include on-line/off-campus delivery, as well maximising the potential of more traditional learning and teaching.
12. Lead on the continued development and enhancement of the University’s outstanding academic student experience across a diverse student population, ensuring the delivery of associated performance metrics such as NSS and TEF.
13. Oversee the University’s response to the Teaching Excellence Framework and other regulatory requirements as needed. Ensure that academic staff are supported in developing pedagogic innovation, including with external stakeholders. Develop communities of practice across the institution to promote good practice, stimulate innovation and help promote implementation of strategies.
14. Work closely with the Registry and Strategic Insights and Planning teams to establish, define and deliver against success measures and metrics of student performance.
15. Working closely with the PVC-Deans, the Provost (Innovation & Research) and through a strong personal research profile, ensure that Learning & Teaching strategy and practice reflect the fundamental pillar of research-informed teaching, pedagogic research and a breadth of research skills and experience.
16. Enhance the provision of flexible learning through enabling technologies and considers the impact on Derby on new educational paradigms.
17. Develop a clear framework for the management, governance and quality of educational performance of Derby to ensure our performance in this area is as expected for a top 50 university.
18. Lead on policy formulation concerning teaching, learning and assessment.
19. Utilising appropriate data, proactively oversee the whole academic portfolio to ensure the size/shape of the student population supports and aligns with the University’s student income growth strategy.
20. Work collaboratively with external educational networks to influence policy and secure opportunities for innovation in teaching, learning and research. This includes building on and extending partnerships and collaborations with other higher education institutions, research institutions, Government and industry partners, as agreed with the Vice-Chancellor.
21. Lead on the development of the University’s academic activities and profile; environmentally scanning for development opportunities and enabling, where appropriate, for these to be realised to the benefit of the University and its communities.
22. Undertake feasibility studies concerning major projects of strategic importance, including academic investments e.g. new subject areas or alternative delivery locations and academic or commercial collaborations, resulting in recommendations to the Board of Governors / Executive.
23. Take lead responsibility for the University’s employability agenda, working with relevant internal and external stakeholders to ensure the delivery of industry-relevant learning and teaching. Ensure strategies are embedded that will ensure students graduate with skills, knowledge, experience and attributes to fulfil their ambitions and chosen career path.
24. Take lead responsibility for delivering the University’s agenda as a champion of social mobility and widening participation, inspiring and creating opportunities for all across our region and beyond, regardless of age, background or location.
25. Be a key source of up to date sector knowledge and insight for the VC’s Executive.
26. Provide motivational leadership, line management and development for staff in areas of responsibility, ensuring that local strategic and operational plans are aligned to the University’s strategic framework and corporate objectives.
27. Ensure efficient and effective systems and processes which support a high performance culture operate throughout areas of responsibility. Ensure that objectives and outcomes can be measured and monitored, emphasising direct links to the University’s success measures.
28. Ensure that diversity and inclusion are integral to the culture and activities in areas of responsibility and across the University.
29. Contribute flexibility in undertaking any other responsibilities or projects commensurate with the role and as assigned by the Vice Chancellor from time to time.
30. Deputise or cover for the Vice Chancellor if and when needed.

## **Person Specification**

### **Essential Criteria**

#### **Qualifications**

* Professorial or equivalent standing, with an academic profile and teaching/research/pedagogic track record commensurate with a senior academic leadership post.
* PhD/Professional Doctorate or equivalent expertise / standing in professional practice.
* Evidence of relevant continuous professional development and active memberships or affiliations with relevant external associations or networks.

#### **Experience**

* Demonstrable success in delivering measurable advancement of excellence in learning, teaching and student experience.
* Demonstrable experience of successfully operating in a senior academic leadership role and delivering through others.
* Experience of leading policy developments and operationalising them into tangible actions.
* Experience of supporting the development and delivery of widening participation initiatives.
* Experience of initiating and successfully managing cross-institutional change.
* Highly regarded academic leader, with the breadth & depth of HE experience necessary to deputise for the VC on a wide variety of matters.
* Excellent track record in strategic business planning and of positioning a division or institution for future success.
* Demonstrable success in leading institutional advancement of excellence in learning & teaching, the student experience and widening participation / social inclusion agendas.
* Track record of facilitating the highest quality learning and teaching, research, administrative and service outcomes through the active recruitment, development and management of people and financial resources.

#### **Skills, knowledge & abilities**

* Comprehensive understanding of the current issues and future developments facing the sector and influencing policy around learning, teaching and student experience, with good insight into their drivers.
* In depth knowledge of the regulatory environment and professional body needs.
* Good understanding of how this role can help to enhance the University’s widening participation, equal opportunities and social inclusion agendas.
* Proven people leadership & management skills with the ability to build, inspire, motivate and develop diverse teams to achieve high performance.
* Strong collaboration and team working skills that support the successful delivery of a cross-University role; with the ability to make decisions that are in the best interests of the University as a whole in a complex environment, often with competing objectives and priorities
* Proven ability of developing data driven, evidence-based recommendations.
* Excellent written and verbal communication skills, with the proven ability to develop high quality, audience appropriate written papers and strategies.
* Excellent networking and influencing skills, with the credibility to engage with and influence senior academic staff and other diverse range of internal and external stakeholders.
* Agility and resilience necessary to deal with demanding workloads and deadlines.

#### **Business requirements**

* Highly flexible and able to travel on a national and international basis when required.

# **Benefits**

As well as competitive pay scales, we offer generous holiday entitlement. We also offer opportunities for further salary progression based on performance, and the opportunity to join a contributory pension scheme.

The University of Derby is committed to promoting equality, diversity and inclusion. However you identify, we actively celebrate the knowledge, experience and talents each person brings

For more information on the benefits of working at the University of Derby go to [the Benefit pages of our website.](https://jobs.derby.ac.uk/display.aspx?id=1912&pid=0&tabId=230)