

**University of Derby Job Description**

# **Job Summary**

## **Job Title**

Associate Professor (Learning, Teaching & Pedagogy)

## **College/Department**

Provost (Learning & Teaching)

## **Location**

Kedleston Road, Derby, DE22 1GB

## **Job Reference Number**

0560-21

## **Salary**

£51,799 to £63,668 per annum

## **Reports To**

Associate Provost (Learning & Teaching)

## **Line Management Responsibility**

Yes

# **Job Description and Person Specification**

## **Role Summary**

Through academic leadership, extensive experience in pedagogy and appropriate research activity, contribute to the implementation of the Learning, Teaching & Assessment Strategy, at all times seeking improvement in pedagogic practice and the enhancement of the University’s reputation for excellence in learning and teaching.

Lead collaborative research bids in learning and teaching and ensure links through to pedagogic practice, the curriculum and student experience. Provide a significant contribution to the leadership, management and development of learning and teaching methods and leading edge practice, contributing to a positive impact on student experience and successful outcomes.

The post holder will be required to work with academic staff to identify their development needs for learning, teaching and assessment practice and to offer through research informed practice appropriate interventions, benchmarking against sector research and best practice. In addition, they will be required to work collaboratively with academic and professional staff across the University and externally to shape and inform future University policy and strategy on learning and teaching. The post holder must work across the whole institution with academic Colleges, Professional Service Departments and the Students’ Union.

## **Principal Accountabilities**

### Learning & Teaching

1. In collaboration with other senior academics, participate in the development and management of the Learning, Teaching & Assessment Strategy for the University.
2. Take a lead in the continuing review and development of the curriculum.
3. Be responsible for the design, development, delivery and quality assurance of a range of undergraduate and postgraduate programmes as appropriate.
4. Undertake research-led learning and teaching through lectures, seminars, tutorials and other classes in subject discipline as appropriate, promoting these approaches across the University.
5. Pro-actively engage through research led practice innovative approaches to learning, teaching and assessment to support student centred learning.
6. Work in partnership with the other senior managers to drive, operationalise and ensure high quality learning and teaching, and continual institutional enhancement and innovation of pedagogic practice
7. Work with College Management teams and academic staff to identify their development needs for learning, teaching and assessment practice and to develop through research led practice appropriate interventions to meet their needs, benchmarking against sector best practice
8. Lead and take operational responsibility for the design, development, implementation and evaluation of new institutional frameworks to support, reward and recognise excellence in learning, teaching and assessment
9. Actively contribute to the development of inclusive and accessible academic policies and practices across the University.
10. Be pro-active in seeking funding for, and lead, initiatives which identify new and best practice in learning, teaching and assessment and promote it across the University and the sector as a whole.
11. Ensure that a deep knowledge of research and scholarship in the relevant discipline is current and disseminated into innovative learning and teaching to exceed minimum standards.
12. Write or edit text books and / or professional activity materials as appropriate which contributes to REF outputs and impacts and supports effective learning and teaching.
13. Carry out key learning and teaching academic duties including undertaking a personal tutoring role (notably for the PGCert and EPA programme)
14. To work in partnership with students and staff to enhance educational practice in relation to diversity, inclusivity and student attainment through project leadership, educational development and scholarship
15. To provide academic development with a focus on race and culture
16. To deliver aspects of the OFS Access and Participation Plan that relate to identity and cultural experience
17. To promote the sharing and dissemination of good practice in relation to attainment within and outside the University
18. To provide support to identified course teams and other stakeholders in interpreting and responding to student demographic and attainment data as part of continuous monitoring, quality review, and validation
19. To work with the Colleges to ensure attainment work meets local need

### Leadership and Management

1. Contribute to the management, academic leadership and administration of the Provost (Learning & Teaching) portfolio, to facilitate the cross-University delivery of high quality learning, teaching, knowledge transfer and research.
2. Lead the Development Performance Review (DPR) process within own area of responsibility, ensuring clear performance expectations and development plans are agreed, and encourage the continuing professional development of staff.
3. Undertake a range of leadership and management activities as appropriate which may include, but is not limited to, line managing individuals and / or teams within areas of responsibility, chairing and participating in University-level committees, leading and developing external networks, acting as a personal mentor to peers and colleagues, taking responsibility for building and developing pedagogic research capacity within the Provost (Learning & Teaching) portfolio and across the university as appropriate.

### Other

1. Work across the University to help build interdisciplinary team working in conjunction with other academic staff.
2. Establish contacts and develop entrepreneurial links with organisations such as commercial companies, professional bodies, other academic institutions, government and other agencies.
3. Carry out administrative duties in order to contribute to the efficient management and administration of the University.
4. Participate in the dissemination of research at conferences and events within the University and externally.
5. Observe and implement University policies and procedures.

## **Person Specification**

### **Essential Criteria**

#### **Qualifications**

* Senior Fellow of the Higher Education Academy (HEA)
* PhD or equivalent in a relevant discipline or appropriate level of Professional Practice experience
* Postgraduate Certificate in Teaching and Learning in Higher Education or equivalent qualification
* Subject specific qualifications / knowledge

#### **Experience**

* An appropriate level of digital capability with practical experience of applications.
* Significant evidence of research, teaching and leading edge practice at a national / preferably international level
* Proven experience of a leadership and development role in high quality learning and teaching at undergraduate and postgraduate level
* Evidence of successful development of teaching curricula and quality enhancement.
* Extensive experience of delivering a range of learning and teaching methods and sessions in the relevant discipline area
* Proven experience of effectively managing and leading others.
* Experience of successful supervision of undergraduate / postgraduate students.

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

* Excellent interpersonal skills evidenced by collaborative working within a team and with external partners (nationally and internationally)
* Proven ability to demonstrate leadership to manage, motivate and develop a team.
* Ability to use skills of persuasion and influencing to develop successful relationships at all levels
* Mentorship skills with the ability to coach colleagues in a range of learning and teaching techniques, education, professional practice and research
* Able to monitor and manage budgets
* Ability to provide expert guidance to colleagues in own team, other work areas and institutions to develop understanding and resolve complex problems
* Proven ability to shape the development of learning and teaching activity

#### **Business requirements**

* Demonstrate competences, core behaviours and supplementary behaviours that support and promote the University’s core values
* Demonstrate professionalism in learning and teaching and the values of the UK Professional Standards Framework for HE
* Commitment to ensuring academic excellence and a high quality student experience.
* Demonstrate commitment to promoting and achieving our strategic targets and objectives

### **Desirable Criteria**

#### **Qualifications**

* Subject specific qualifications

#### **Experience**

* Strong record in attracting research or scholarship funding and/or other income generation
* Experience of leading research teams or groups, developing research proposals and managing research projects
* Experience of collaborating with partners outside of the sector such as industry

# **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)