JOB DESCRIPTION

Job Title: Associate Professor in Nursing and Healthcare Education (with Practice Learning Lead responsibility for the first 3 years)

Grade: AC4

Department: School of Health Sciences

Responsible to: Head of School

Responsible for: Direct Reports to be confirmed by Head of School

Key Contacts: Pro Vice-Chancellor (PVC/Executive Dean), Head of School and members of the school leadership team, Deputy Dean, Associate Deans, Faculty Operating Officer, and other Heads of Schools.

Standard Occupational Classification (SoC code): 2311

Non-Contractual Nature of Role Profile: This role profile is non-contractual and provided for guidance. It will be updated and amended from time to time in accordance with the changing needs of the University and the requirements of the job.

This post will be as an Associate Professor in Nursing and Healthcare Education but for the first three years (with the possibility of renewal for a further three years) you will be the Practice Learning Lead; on completion of the role tenure, you will return to the substantive role of Associate Professor in Nursing and Healthcare Education.

PURPOSE OF ROLE:
To provide School-wide leadership in relationship management, working collaboratively with the school's partners and practice placement providers.

To continually build and monitor placement capacity on an ongoing basis, negotiating with partners to maximise and expand capacity, and to inform the planning number process as part of the University planning round.

To liaise with NHSE, with support from the Partnerships and Placement office, regarding reporting related to placement capacity; to include, where required, negotiating additional placements within NHSE placement management framework.

To provide leadership in the quality assurance and monitoring of practice learning, ensuring practice learning meets PSRB requirements.
Drawing on relevant data, produce reports for PSRBs, NHSE and other stakeholders.

To implement, with the Faculty Operating Officer (FOO) and in liaison with partners, the NHSE contract framework, ensuring tripartite agreements, placement agreements and other contractual documentation are in place, coordinating inputs from other Schools and Faculties within the contract.

To bid for and manage funding opportunities related to placement expansion initiatives.

Undertake academic duties commensurate with an AC4 level appointment, as requested by their line manager.

KEY ACCOUNTABILITIES

Role Specific:

- Provide School-wide leadership in the management of relationships with a range of partners and external stakeholders.
- Lead on the development of increasing placement capacity by an agreed amount annually and a range of placement experiences, working closely with partners and programme leaders to develop and implement strategies to maximise capacity.
- Work with the Head of School and Nominees, Faculty Operating Officer (FOO) and professional service colleagues in the management of the [NHSE] Education Contract.
- In conjunction with the School Quality Leads, Programme leads and Placements Manager & Administrators, oversee the quality monitoring of practice-based learning including:
- Ongoing review and evaluation of the school's practice learning strategy and governance framework
- Rapid and effective responses to identifiable risk, initiating self-exception reports to the NMC and other PSRBs as required.
- Work closely with faculty and partner apprenticeship leads to assure ESFA and PSRB requirements for apprenticeship are maintained.
- Lead on NHSE and PSRB requirements for data driven quality monitoring.
- Lead on Preparation for Practice Development for Programme Leads/Teams
- Coordinate the School's Partner Relationship Manager System
- Work collaboratively with the FOO and practice placement team in the management of relevant IT infrastructure (i.e., ePAD and In-Place) to support practice learning within the school.
- Provide leadership in practice learning pedagogy, including the leadership of academic modules and related training as appropriate and enabling the implementation of simulated learning.
- Reform the level 4 placement provision for the school's Pre-registration Nursing programmes to expand practice-based learning across non acute settings, social care and Ngo's.

- Introduce and monitor long-arm supervision to ensure Private, Independent and Third Sector Organisations (PITO) are effectively utilized for placement capacity.
- Work with practice based external steering groups to advance best practice for all students.

Strategy Development and Delivery

- Support the Head of School to develop and deliver on the School's strategic priorities.
- As a member of the School's Leadership Team, support the development, deployment and delivery of the Faculty's/School's strategy and business plan.
- Ensure the delivery of learning and teaching, research and knowledge exchange, employability and student experience strategies and targets at School level.

Professional Leadership

- Act as an adviser to the Head of School on relevant areas of responsibility, ensuring that expert professional knowledge is maintained.

School Management and Planning

- Under the direction of the Head of School, with other members of the Faculty Senior Executive/Leadership Teams to monitor and review the business operations, resources and income generation for the School in order to deliver its aims and objectives.

People Leadership and Management

- Under the direction of the Head of School, manage, develop, and provide leadership to relevant members of the School.

Project Management

- Work internally with the Faculty Leadership/Executive Teams to embed projects in the School.

Teaching and Student Experience/ Research and Knowledge Exchange

- Support embedding the following principles into the work of the School:

  o **Creating opportunities for individuals and society.** Attracting, retaining and empowering staff and students to act as leaders in the equality, diversity and inclusion (EDI) agenda.
  o **Building Partnerships.** Working in partnership to make, build and bring innovative solutions that will accelerate our

progress across multiple contexts.
- o **Delivering Impact.** Focusing on achieving short and medium-term milestones to help track our progress towards our goals whilst ensuring that they map to medium and long-term impact indicators.

- **Within the School:**
  - o Lead on the development and enhancement of curricula, policy or initiatives in teaching and learning, research and enterprise, employability outcomes and the student experience at the leading edge of practice.
  - o Lead in the development of national or international teaching or subject-related initiatives which impact staff and students
  - o Lead in the acquisition and management of resources to support teaching, student experience or subject-related work
  - o Champion and promote innovation in Learning, Teaching and Assessment including research-informed learning and teaching

- Contribute to and support the development of teaching excellence within the School and across the Faculty.
- Contribute to and support the development of research and knowledge exchange within the School and across the Faculty

Brand Ambassador and Advocate

- To act as a brand ambassador actively promoting the University, the Faculty and School to internal and external audiences.
- Contribute to the University's national and international profile in research and knowledge exchange, learning and teaching and the student experience.

Partnership Working and Relationship Management

- Cultivate, develop and maintain good working relationships with internal and external bodies (including national and international organisations, industry contacts) to promote the work of the School, and secure support for its aims and objectives.

Representation

- Represent the Head of School as necessary on internal and external bodies, committees and boards, including attendance at local, regional and international activities.

Core Requirements

- Commitment to key strategic priorities of the Faculty and University.
- Adhere to and promote the University's policies on Equality, Diversity and Inclusion and Information Security. Ensure compliance with Health & Safety and Data Protection Legislation

- Support and promote the University's Sustainability resource-efficiency the Carbon Management Plan, and carry out duties in a resource efficient way, recognising the shared responsibility of minimising the university's negative environmental impacts wherever possible
- Adhere to current legal requirements and best practices relating to digital content and accessibility, including Web Content Accessibility Guidelines when creating digital content.

Additional Requirements:

Undertake any other duties as requested commensurate with the grade. This is a professional, demanding role within a complex organisation with an ambitious strategic plan and agenda for change. The role holder will be expected to show flexibility in working arrangements, including working hours, to ensure that the Faculty delivers the required level of service.

LEADERSHIP BEHAVIOURS:

All senior managers will demonstrate the following leadership behaviours:

Leads Authentically and Inclusively
Demonstrates and articulates high expectations of self and others to improve and sustain performance. Seeks to give feedback that is credible and challenging, as well as supportive and encouraging to improve performance where needed. Inspires and actively empowers individuals and teams to deliver on tasks, to maximise their performance and potential. Is aware of their biases and preferences and seeks out and considers different views and perspectives to inform decision-making

Leads Change
Shapes and articulates the overall vision, setting a clear direction that engages and connects people in the delivery of change plans. Learns from experience and has confidence to try new ideas, drawing from internal and external sources. Willing to take on new challenges and maximizes future opportunities and possibilities. Fosters a growth mindset.

Builds Trust
Builds trust in a shared purpose and empowers team members to achieve objectives. Uses clear language, actively listens, encourages feedback and can be trusted to deliver. Influences with integrity, actively builds working relationships and challenges inappropriate behaviour. Values equality and diversity and personally demonstrates an inclusive approach.

Thinks and Acts Strategically
Understands the context and environment in which the University operates and how its performance compares to its competitors. Seeks and assimilates different types of information to make informed decisions that are consistent, clearly communicated and followed through. Demonstrates sound judgement based a clear set of values. Develops effective networks and partnerships both internally and externally. Actively refers to the University's strategy and contributes to the student experience.

Personally Effective
Has the ability and confidence to interact effectively with people in a range of contexts. Demonstrates emotional self-awareness and reflects on the potential impact of their behaviour on others. Exhibits an engaging, energetic and enthusiastic leadership style, role modelling expected behaviours and encouraging feedback on own performance.

KEY PERFORMANCE INDICATORS:

Performance Indicators will be established in consultation with the Head of School as part of the post-holder's annual Appraisal and Professional Development Review.

KEY RELATIONSHIPS (Internal & External):

Pro Vice-Chancellor (PVC/Executive Dean) and members of the senior leadership team, Head of School, Deputy Dean, Associate Deans, Faculty Operating Officer, other Heads of Schools and teaching and professional services staff across the School of Health Sciences

PERSON SPECIFICATION

EXPERIENCE:

Essential Criteria
- Thorough understanding of HE sector related to health including curriculum approval and review in PSRB approved health programmes
- Good working knowledge of key policy issues at institutional, national and sector-wide level
- Demonstrable experience of supporting and developing practice-based learning
- Proven track record of teaching excellence
- Significant experience as a programme lead
- Extensive experience of supporting learners on pre-qualifying PSRB approved programmes in health care
- Proven track record of enhancing educational and wider student experience outcomes for students
- Proven, sustained track record of outputs in relation to subject expertise or higher education at the highest level
- Proven, sustained track record of impacting the education and wider student experience work of others through mentoring, training and supporting their development.
- Proven track record of leading education or subject level projects and initiatives, including winning external funding bids to support the work.
- Proven track record of contributing to developing and implementing education or student success strategies and policies.
- Excellent knowledge of quality assurance/ enhancement and academic standards.

Desirable Criteria
- Experience of multiagency and/or cross sector working,
- Experience of delivering interprofessional education

SKILLS:

Essential Criteria
- Excellent leadership skills, including the ability to motivate a large and diverse workforce to achieve high levels of individual, team and organisational performance.
- A broad understanding and appreciation of common and unique aspects of teaching, professional practice, and research in the school.
- Well-developed organisational and management skills.
- Well-developed interpersonal and communication skills with the ability to motivate and influence others.

- Capacity to listen and consult, good negotiation skills.
- Strong decision-making skills, able to assess information accurately and effectively, and take ownership of results.
- Ability to visually present materials and complex ideas in a way that is engaging, and which employs a range of technologies.
- Well-developed project management skills and the ability to use innovation and creativity to solve complex problems

Desirable Criteria
- Project management

QUALIFICATIONS:

Essential Criteria
- Hold registration with the HCPC, NMC, GDC, GMC, GPC or other health related regulator.
- PhD degree or Masters or equivalent professional practice in a relevant subject.
- Postgraduate teaching qualification or
- Fellow or Senior Fellow of HEA.

Desirable Criteria
- Doctorate
- Evidence of CPD in leadership and management
  Project management qualification

PERSONAL ATTRIBUTES:

Essential Criteria
- We are looking for people who can help us deliver the values of the University of Greenwich: Inclusive, Collaborative and Impactful.