

Academic Role Profile 5

<p>It is envisaged that role holders at this level will be responsible for the long-term leadership of whole areas of provision (perhaps across a range of disciplinary areas) as well as their strategic and operational management.</p>	
<p><i>Teaching and learning support</i></p>	<p>Oversee the design and development of the overall curricula.</p> <p>Lead the development and clarification of academic standards for a whole department or equivalent unit.</p> <p>Contribute to the development of academic policies across the Institution.</p> <p>Develop the quality assurance framework within the Institution's overall framework, eg for the validation and revalidation of courses and student admission and assessment.</p> <p>Encourage the development of innovative approaches to course delivery and ensure that teaching delivery achieves the required standards.</p>
<p><i>Research and Scholarship</i></p>	<p>Lead the development and implementation of teaching and learning strategy.</p> <p>Conduct research into learning and teaching methodologies and disseminate best practice within and out with the Institution.</p> <p>Develop and promote the use of innovative assessment methods.</p> <p>Lead collaborative partnerships with other educational institutions/ external bodies.</p> <p>Lead bids for research/scholarship, consultancy or other additional funds.</p> <p>Make presentations at national and international conferences and similar events.</p>
<p><i>Communication</i></p>	<p>Be routinely involved in complex and important negotiations internally and with external bodies.</p>
<p><i>Liaison and networking</i></p>	<p>Chair committees and participate in institutional decision making and governance.</p> <p>Lead and develop internal and external networks to foster collaboration and share information and ideas and to promote the subject and/or the Institution.</p> <p>Promote and market the work of the department in the subject area both nationally and internationally.</p>

<i>Managing people</i>	<p>Exercise academic leadership for the unit's teaching, research and scholarly activities.</p> <p>Act as line manager for matters relating to the employment of staff and ensuring the work is allocated fairly, according to skills and capacity.</p> <p>Ensure that staff are suitably qualified to work within their own area.</p> <p>Appraise and advise staff on personal and career development plans.</p>
<i>Teamwork</i>	<p>Develop and communicate a clear vision of the unit's strategic direction.</p> <p>Ensuring the enactment of Institutional strategic plans.</p> <p>Promote a collegiate approach and develop team spirit and team coherence.</p> <p>Foster inter-disciplinary team working.</p>
<i>Pastoral care</i>	<p>Responsible for the initial resolution of all student issues within and out with standard procedures.</p> <p>Overall responsibility for welfare of staff drawing on specialist advice as required.</p> <p>Ensure that an appropriate framework is developed and used for pastoral care issues.</p>
<i>Initiative, problem-solving and decision-making</i>	<p>Determine academic standards within own areas of responsibility.</p> <p>Contribute to the determination of the academic standards framework across the Institution.</p> <p>Determine the final allocation of Resources within own area of responsibility.</p> <p>Act as the final arbiter in local disputes.</p> <p>Be party to strategic decisions at Institutional level.</p> <p>Lead the development of new and creative approaches in responding to teaching and learning challenges.</p> <p>Initiate new and original solutions to problems.</p> <p>Provide advice to external bodies.</p>
<i>Planning and managing Resources</i>	<p>Take overall responsibility for the organising and deployment of Resources within own areas of responsibility.</p> <p>Contribute to Institutional planning and strategic development.</p>
<i>Sensory, physical and emotional demands</i>	<p>Balance the pressures of teaching, research/scholarship and administrative demands and competing deadlines.</p>

<i>Work environment</i>	Overall responsibility for health and safety in own areas of responsibility. Ensure that appropriate risk management processes are operational.
<i>Expertise</i>	A leading authority and scholar in the subject, with a considerable national or 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, including equal opportunities issues.