



RECRUITMENT PACK

This document includes the following information:

- About the role of Professor and Dean of School of Health and Social Care
 - Background information on the School of Health and Social Care and the University of Essex
 - Role description for Dean of School of Health and Social Care
 - Job Descriptions and Person Specifications:
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- Professor on ASER contract
 - Professor on ASE contract

How to Apply

The University of Essex has engaged the services of Odgers Berndtson, to whom applications should be sent as soon as possible, but no later than **5pm on 15 March 2019**

Applications will be reviewed on a rolling basis and selected candidates will be invited to preliminary meetings with Odgers during this period. Successful candidates will then be invited to meet with colleagues at the University for informal sessions.

Shortlisted candidates will then be invited to final interviews at the University on the **26 April 2019**.

Please diarise these dates accordingly.

In your application, you must indicate clearly which contract type (ASE or ASER) you wish to be considered for. There are different criteria for each one and different requirements for the information you provide in your application.

If you are applying for appointment as a Professor on an ASE contract, please supply the following three documents as your application:

- a) A covering letter setting out how you meet the requirements of the role of Dean (see below) and the post of Professor as set out in the person specification (see below).
- b) A full curriculum vitae (CV) including any publications. You should provide information on the range and content of your teaching and supervision experience, as well as on curriculum development.
- c) An education statement of no more than two sides of A4 setting out your track record in terms of contribution to pedagogical developments and, where appropriate, the development of professional practice. You should also include a reflective statement on your approach to education in the context of a conservatoire acting/performance school. Also indicate how you ensure your continuing professional development as an excellent teacher in higher education.

If you are applying for appointment as a Professor on an ASER contract, please supply the following five documents as your application:

- a) A covering letter setting out how you meet the requirements of the role of Dean (see below) and the post of Professor as set out in the person specification (see below).
- b) A full curriculum vitae (CV) including any publications. You should provide information on the range and content of your teaching and supervision experience, as well as on curriculum development. You should also specify your 4 most significant papers published within the past 5 years (or an equivalent number appropriate to being an early career researcher). Applicants from within the UK should



indicate which publications have been submitted to the REF 2014 and any assessment of the rating for each piece of work; For more information about the REF visit www.ref.ac.uk

c) An education statement of no more than two sides of A4 setting out your track record in terms of contribution to pedagogical developments and, where appropriate, the development of professional practice. You should also include a reflective statement on your approach to research-led education and how it draws on pedagogical research. Also indicate how you ensure your continuing professional development as an excellent teacher in higher education.

d) A research statement of no more than two sides of A4 providing details of your research plans for the next three years. This should include details of books, chapters or papers in progress together with planned publication dates. For journal articles please provide details of target journals and planned submission dates. If you have papers that are currently under review please detail the stage these have reached and the timescale you expect those papers to be accepted for publication. If you have papers that have been accepted for publication but not yet published please provide the date the paper was accepted for publication.

Please include current salary details and the names and addresses of three referees. Referees will not be approached until the final stages and not without prior permission from candidates.

A commitment to sustaining an inclusive and diverse community is one of the University's Core Values and we are keen to address any imbalances in our workforce.

The University of Essex is proud to be part of the Disability Confident scheme and is committed to supporting diversity and equality, representative of our inclusive community. As part of our commitment to this scheme any candidate who has a disability and meets all the essential criteria for the role will be offered an interview. We also work in partnership with national disability organisation DisabledGo who provide detailed online access guides to many of our campus buildings and facilities which you may find useful.

The preferred method of application is online at www.odgers.com/68349 If you are unable to apply online please email your application to 68349@odgersberndtson.com. If you are unable to apply online please send a postal application to:

Natalie Pettifer
Odgers Berndtson
20 Cannon Street
London
EC4M 6XD

All applications will receive an automated response.

All candidates are also requested to complete an online Equal Opportunities Monitoring Form which will be found at the end of the application process.

This will assist the University in monitoring selection decisions to assess whether equality of opportunity is being achieved. Any information collated from the Equal Opportunities Monitoring Forms will not be used as part of the selection process and will be treated as strictly confidential.

Further enquiries:
Edwina Purcell – 0207 529 1104
Claire Connachy – 0207 529 3988

Closing Date: 15 March 2019, 5pm
Interviews are planned for: 26 April 2019

UNIVERSITY OF ESSEX
JOB DESCRIPTION

Job Title and Grade:	Dean of School of Health and Social Care, Professor (ASER); Grade 11
Contract:	Permanent, full-time * see general information
Hours:	A notional minimum of 36 hours per week
Salary:	On the Professorial scale, commensurate with experience and achievements
Department/Section:	School of Health and Social Care
Responsible to:	Faculty of Science and Health Executive Dean
Purpose of the role:	The Dean of School provides strategic leadership and management for the School of Health and Social Care, leading and managing the School so that it realises its full potential in delivering the excellence in education and research that is the University's purpose. The Dean is accountable to the Executive Dean of the Faculty of Science and Health for this strategic leadership and management, and is line-managed by the Executive Dean. The Dean also works closely with senior faculty officers, their departmental leadership team and members of Professional Services (particularly but not exclusively the relevant Faculty Support Team) to discharge their responsibilities. They play a crucial leadership role in delivering the University's strategic objectives in respect of health-related education and research in the University. They also play a key management role in the delivery of NHS contract(s), primarily through the School of Health and Social Care.

CONTEXT

Organised health and social care is one of the greatest achievements of the 20th century, made possible by the vision and dedication of the professionals who staff it. We are at the forefront of preparing people to solve real-life issues in health and society, offering courses and research that both commissioners and employers believe in. We work in partnership with people from all walks of life, who offer us their expertise and experience, making us a team of people who truly understand what is needed from health and social care professionals and services – now and in the future.

The School has an excellent reputation for teaching and research in health and social care. Our academic members of staff (approx. 90) include nurses, allied health care professionals, social workers, psychologists and sociologists. The School is run over 2 campuses, based at Southend and Colchester. Academic staff are supported by a team of administrative staff based at both Colchester and Southend campuses.

Our education provision is innovative and, diverse, both in modes of delivery and the students it attracts. We extensively use new technologies and flexible, work-based learning approaches to prepare our students for personal and professional success. Most courses in the School include placement activity to gain professional and regulatory body approval. The large amount of work based learning and close partnership with placement providers has also played the central role in achieving 100% employability. This produces graduates with skills to work and lead teams, managing change in complex and ever evolving systems. We work closely with external partners involved in NHS workforce planning. We have benefitted by being responsive and collaborating with organisations (e.g. schools, businesses, and employers) and individuals within the local community (e.g. health and social care commissioners and providers). We offer postgraduate and doctoral training as well as undergraduate provision to support future leaders in advanced clinical decision making and health and social care delivery. Our graduates are recognised as independent and critical thinkers that are highly sought after by employers.



Within the School of Health and Social Care we specialise in applied, multi-disciplinary research that addresses local, national and international aspects of health and social care policy and practice. We have 4 identified research clusters around the topics of 1) mental health and psychological wellbeing (across social work, mental health nursing, clinical psychology and sociology) 2) research for public and patient benefit (including patient and public involvement, and health services research), 3) social policy and social care (across health policy and social work) and 4) health professions education (HPE) and workforce development research. The successful applicant would be expected to align with one of these areas.

The existing research culture in the school is one that combines health services research with a strong social science research focus and a strong practice focus on Adult and Mental Health Nursing, Occupational Therapy and Speech and Language Therapy. The successful applicant will be expected to contribute to the ongoing development of the School research culture drawing upon and building on these strengths.

In 2017 we were awarded a silver Athena SWAN award which recognises the commitment the School has toward equality and development of an inclusive culture promoting dignity and respect. These are, of course, qualities that are also endorsed by the values of the NHS constitution with which all staff and students of the School engage.

This role combines responsibility for leadership and management of one of the largest Department's in the University, strategic development of Applied Health Research activity, and strategic engagement with regional and national stakeholders in the fields of Health and Social care. The post holder will also hold a substantive Professorship within the School.



Job description for Dean of Health and Social Care

KEY RESPONSIBILITIES OF THE POST

Leadership and strategy

1. Providing leadership for all staff in the School, and promoting the pursuit of excellence in education and research within the discipline(s) covered by the School.
2. To liaise effectively on behalf of the university through communication with the NHS and other Health and Social care providers
3. To contribute to the strategic development of health-related activities, education and research, within the University and leading on the University's vision for Health at Essex
4. Establishing, developing and empowering a School leadership team that supports excellence in education and research; ensures continuity in school leadership and management; and ensures that there are appropriate and effective mechanisms for consultation and communication within the department.
5. Ensuring that the School's interests are promoted effectively, both internally and externally.

Education and research

6. Developing and implementing a strategic approach to the School's educational provision that enables achievement by the department of the University's strategic educational objectives; delivers a transformational educational experience to the School's students; and is consistent with the University's framework for academic quality and standards.
7. Developing and implementing a school research strategy that enables the school to meet the University's strategic objectives for research quality, intensity and impact, potentially contributing to a University submission to UoA2 (Public Health, Health Services and Primary Care) in REF2021, and with the expectation that they contribute to a submission to UoA3 (Allied Health Professions, Dentistry, Nursing and Pharmacy) in the post 2021 REF assessments.
8. To review current provision, strengthening resources and facilitating targeted development of new provision at the University of Essex as a national and international centre for health and social care education.
9. To facilitate an educational environment that is committed to supporting the achievement of under-represented groups within HE
10. To collaborate with partner organisations in order that health and social care education may be delivered in a mutually beneficial manner.
11. To facilitate relationships to strengthen health and social care research opportunities.
12. To provide advice and coordination regarding health and social care research and education activities and related contractual and quality assurance arrangements across University departments and centres.

Business generation and management and external representation

13. To liaise within the Faculty and the University to ensure the effective delivery of contracts and the ability to respond to new business opportunities effectively.
14. To manage the School's health and social care-related contracts and associated activities
15. To manage Performance and Quality Assurance linked to contracts and noncontract health provision within the School, including working directly with Heads of Group and Subject Leads to ensure the maintenance of professional and regulatory standards
16. To represent the University at the Council of Deans of Health.
17. To lead external liaison with health & social care workforce, education development and strategic review/ operation fora on behalf of the School; liaising with other Faculty staff as required to forward the interests of the University, (for example liaising with Health Education East of England, and engaging with Local Education and Training Boards and Essex Workforce Partnership activities).



Planning

18. Working with colleagues in the school to develop, review and enhance the academic vision for the development of their school within the context set by the University's Strategic Plan and associated strategies.
19. Leading the School's engagement in the Annual Strategic Planning Process, ensuring that their school engages fully and constructively in the process and that the Department Strategic Plan and its implementation deliver the objectives set out in the University's Strategic Plan and associated strategies.
20. Ensuring that the School's portfolio of educational provision is reviewed and developed in order to maintain, and where possible improve, the department's recruitment position both in terms of quality and quantity in the context of national and international student demand for their discipline(s).
21. Leading the School's development of new sources of income that support it in delivering excellent education and research.

Staff management

22. Overseeing the management of all staff within the department, ensuring that the following areas are managed within the University's HR and equal opportunities policies to support the achievement of the University's and department's strategic objectives:
 - a. Recruitment and appointment.
 - b. Induction, mentoring and probation.
 - c. Staff development.
 - d. Performance management and review.
 - e. Promotion and recognition.
23. Allocating teaching and other duties within the department, in light of the school's strategic needs and the overall workload and balance of activities of both the school as a whole and of individual members of the department.
24. Provide direct line management for the School Manager, in close consultation with the Faculty Manager.

Resource management

25. Managing the School's financial, staffing, space and other resources within approved budgets and allocations, and in accordance with the University's financial regulations and other relevant regulations and policies.
26. Promoting measures within the School to increase operational efficiency, so that where possible and feasible existing resources are freed in order to enhance educational provision and research activity.

Engagement

27. To ensure that the department's activities are undertaken in line with the University's Charter, Ordinances, Regulations and policies, and that all the department's staff are aware of these requirements.
28. To carry out the responsibilities of a Head of Department as set out in the University's Health, Safety and Well-being Policy. Holders of the role may delegate specific activities related to these responsibilities to School colleagues. Where activities are delegated the role holder remains responsible for them; activities can be delegated, responsibility may not.



Job description for substantive role of Professor (R) in the School of Health & Social Care

KEY RESPONSIBILITIES OF THE POST

- To provide strategic leadership in education, that will make a significant contribution to the development of student learning at the University.
- To build up a sustained and effective record of impact at a strategic level in relation to teaching and learning, as part of a wider commitment to academic practice.
- To make a substantial contribution to the international profile of the University through the generation of internationally excellent research, scholarship and teaching.
- To pursue research that is world leading in terms of originality, significance and rigour, in keeping with the REF criteria.
- To provide research leadership and enrich the research profile of the department/school.
- To generate substantial research income commensurate with subject area norms.
- To provide leadership in ensuring your own research and that of others in your department generates impact beyond the academic sphere in keeping with the REF criteria.
- To enhance the scholarly reputation of the school by contact with the wider academic community and the dissemination of knowledge via public communication and other activities.

MAIN DUTIES OF THE POST

Education

- To contribute actively to education provision made by the department/faculty at both undergraduate and postgraduate levels (e.g. through the development of new modules and programmes, curriculum review processes, etc.).
- To provide strategic leadership in education within the department, faculty and/or wider sector (e.g. enhancing student learning, transforming the student experience, etc.)
- To contribute to the establishment of effective organisational policies and/or strategies for supporting and promoting others (through mentoring, coaching, reward and recognition processes, etc.) in their work delivering excellent teaching and support for learning.
- To supervise an above average number of postgraduate research students and/or research staff for the discipline.
- To sustain an active commitment to, and engagement in, continuing professional development related to academic, institutional or other professional practices, and to encourage this actively in others.

Research

- To pursue world-leading and internationally excellent research activity (as understood in the context of the Research Excellence Framework).
- To provide research leadership in securing, in collaboration with colleagues as appropriate, external funding through research grants or contracts to support a well-developed and high-profile



research agenda.

- To publish research outcomes of an internationally excellent standard and disseminate the results of their research in other appropriate ways.
- To generate societal impact from the results of research and contribute to impact case studies for the Research Excellence Framework.
- To supervise/manage and mentor post-doctoral researchers, research students and other staff engaged in research.
- To take an active and championing role in the development of relevant communities of research at department, faculty and University level and beyond.
- To provide leadership for major cross-departmental and inter-University research projects.

Leadership and Citizenship

- To undertake significant and strategic leadership responsibilities within the department/school in agreement with the Head of Department.
- To identify, build and develop internal and external networks and establish links with relevant academic and professional bodies, contacts and employers.
- To play a leading role in public engagement and the championing and dissemination of knowledge in relevant regional, national and international communities.
- To demonstrate an active commitment to, and engagement in, continuing professional development related to academic, institutional and/or other professional practices, and to encourage this actively in others.
- To ensure knowledge and skills relevant to the profession are up-to-date and applied in education and research, and that the implications of quality assurance and quality enhancement for professional practice are fully understood.

These duties are a guide to the work that the post holder will initially be required to undertake. They may be changed from time to time to meet changing circumstances.

TERMS OF APPOINTMENT

For a full description of the terms of appointment for this post please visit:

<http://www.essex.ac.uk/hr/current-staff/terms.aspx>

UNIVERSITY OF ESSEX
PERSON SPECIFICATION

JOB TITLE: Professor (ASER)	POST REF: REQ02396
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QUALIFICATIONS / PROFESSIONAL RECOGNITION / TRAINING	Essential	Desirable
■ A distinguished academic record, including internationally excellent research.	X	
■ An appropriate and current professional registration within Health/ Social Work.		X
■ A relevant doctoral-level research degree or equivalent professional experience or practice.	X	
■ Fellowship of the Higher Education Academy or ability to gain this at an appropriate level within a defined period of appointment.	X	
EXPERIENCE/KNOWLEDGE	Essential	Desirable
■ Evidence of teaching excellence at both undergraduate and postgraduate levels appropriate to the discipline.	X	
■ A sustained record of strategic leadership in academic practice and academic development.	X	
■ A substantial record of internationally excellent, world-leading research in the field.	X	
■ A strong, sustained record of academic publication at international or world-leading levels of recognition, with evidence of a clear publication plan for submission to future Research Excellence Framework (REF) programmes.	X	
■ An established record of success in securing and managing substantial research grants (appropriate to the discipline).	X	
■ Evidence of sustained and successful commitment to, and engagement in, continuing professional development related to academic, institutional and/or other professional practices.	X	
■ Experience of establishing effective organisational policies and/or strategies for supporting and promoting others (e.g. through mentoring, coaching, reward and recognition, etc.) in delivering excellence in research and excellence in education.		X
■ Significant professional reputation in a relevant area of professional practice in health care.		X
■ Evidence of strong and impactful interactions with local/regional and/or (inter)national industrial/commercial sectors.		X
■ Evidence of substantial contribution to the development of professional and/or public policy or practice at regional, national or international levels.		X
■ Major achievement in knowledge exchange activities such as establishment of a successful spin-out company, exploitation of intellectual property rights, or leading a major consultancy activity.		X
■ Knowledge of the key issues and challenges in health as they relate to higher education provision.	X	



<ul style="list-style-type: none"> Substantial experience in a leadership position within an academic department or faculty with a significant portfolio of health-related provision. 	X	
<ul style="list-style-type: none"> Significant experience of engaging with regulatory and statutory bodies with responsibility for health-related provision. 	X	
<ul style="list-style-type: none"> Experience of managing effectively one or more health-related programmes within their department, or of other significant management responsibilities for health-related educational provision at departmental or faculty level. 	X	
<ul style="list-style-type: none"> Experience of governance related to health-related regulated professions or organisations (e.g. Trusts, commissioning groups etc.) 		X
SKILLS/ABILITIES	Essential	Desirable
<ul style="list-style-type: none"> Ability to provide academic leadership in a range of appropriate contexts (e.g. learned societies, research grants, professional associations, academic networks). 	X	
<ul style="list-style-type: none"> Strong organisational, communication and interpersonal skills. 	X	
<ul style="list-style-type: none"> A commitment to championing excellence in education evidenced by a sustained record of enhancing the student experience at institutional, and/or in (inter)national settings. 	X	
<ul style="list-style-type: none"> Ability to complement, strengthen and help direct the department/school's research and education activities. 	X	
<ul style="list-style-type: none"> An appreciation of the value of appropriate research/education technologies and an ability and/or willingness to deploy these when relevant. 		X
<ul style="list-style-type: none"> Strong communication and negotiation skills, particularly the ability to persuade and inspire academic colleagues and members of professional support services in order to achieve strategic objectives by working with and through others. 	X	
<ul style="list-style-type: none"> The ability to establish strong and effective working relationships with key stakeholders for health-related educational provision and research. 	X	
<ul style="list-style-type: none"> The ability to establish positive and effective working relationships with colleagues at all levels of the University and its partner institutions. 	X	
PROFESSIONAL VALUES	Essential	Desirable
<ul style="list-style-type: none"> A strong and well-articulated commitment to the University's values and mission to deliver excellence in both education and research (integrated academic practice). 	X	
<ul style="list-style-type: none"> A commitment to helping develop dynamic communities of research and education at the University, through inter-disciplinary collaboration where appropriate. 	X	
<ul style="list-style-type: none"> A willingness to participate in extra curricula departmental activities (e.g. events supporting recruitment, welcome, employability). 	X	
<ul style="list-style-type: none"> A commitment to respect individual learners and diverse learning communities and to promote participation in higher education and equality of opportunity for all learners via student-centred practice. 	X	
<ul style="list-style-type: none"> A commitment to using evidence-informed approaches and the outcomes from research, scholarship and continuing professional development in their academic practice. 	X	
<ul style="list-style-type: none"> A commitment to supporting and/or mentoring others, especially those new to teaching/early career. 	X	



■ An acknowledgement of the wider context in which higher education operates, recognising the implication for professional practice.	X	
ELIGIBILITY	Essential	Desirable
■ The ability to meet UK 'right to work' requirements.*	X	

* The University has a responsibility under the Asylum, Immigration and Nationality Act 2006 to ensure that all employees are eligible to work in the UK. Prior to commencing employment, the successful candidate will be asked to provide documentary evidence to this effect. The University may be able to offer Tier 2 Sponsorship for this role. For further information about UK immigration requirements please follow this link <https://www.gov.uk/government/organisations/uk-visas-and-immigration>

UNIVERSITY OF ESSEX
JOB DESCRIPTION

Job Title and Grade:	Dean of School of Health and Social Care, Professor (ASE); Grade 11
Contract:	Permanent, full-time *see general information
Hours:	A notional minimum of 36 hours per week
Salary:	On the Professorial scale, commensurate with experience and achievements.
Department/Section:	School of Health and Social Care
Responsible to:	Head of Department (HoD)
Purpose of the role:	The Dean of School provides strategic leadership and management for the School of Health and Social Care, leading and managing the School so that it realises its full potential in delivering the excellence in education and research that is the University's purpose. The Dean is accountable to the Executive Dean of the Faculty of Science and Health for this strategic leadership and management, and is line-managed by the Executive Dean. The Dean also works closely with senior faculty officers, their departmental leadership team and members of Professional Services (particularly but not exclusively the relevant Faculty Support Team) to discharge their responsibilities. They play a crucial leadership role in delivering the University's strategic objectives in respect of health-related education and research in the University. They also play a key management role in the delivery of NHS contract(s), primarily through the School of Health and Social Care.

CONTEXT

Organised health and social care is one of the greatest achievements of the 20th century, made possible by the vision and dedication of the professionals who staff it. We are at the forefront of preparing people to solve real-life issues in health and society, offering courses and research that both commissioners and employers believe in. We work in partnership with people from all walks of life, who offer us their expertise and experience, making us a team of people who truly understand what is needed from health and social care professionals and services – now and in the future.

The School has an excellent reputation for teaching and research in health and social care. Our academic members of staff (approx. 90) include nurses, allied health care professionals, social workers, psychologists and sociologists. The School is run over 2 campuses, based at Southend and Colchester. Academic staff are supported by a team of administrative staff based at both Colchester and Southend campuses

In 2017 we were awarded a silver Athena SWAN award which recognises the commitment the School has toward equality and development of an inclusive culture promoting dignity and respect. These are, of course, qualities that are also endorsed by the values of the NHS constitution with which all staff and students of the School engage.

This role combines responsibility for leadership and management of one of the largest Department's in the University, strategic development of Applied Health Research activity, and strategic engagement with regional and national stakeholders in the fields of Health and Social care. The post holder will also hold a substantive Professorship within the School.



Job description for Dean of School of Health and Social Care

KEY RESPONSIBILITIES OF THE POST

Leadership and strategy

29. Providing leadership for all staff in the School, and promoting the pursuit of excellence in education and research within the discipline(s) covered by the School.
30. To liaise effectively on behalf of the university through communication with the NHS and other Health and Social care providers
31. To contribute to the strategic development of health-related activities, education and research, within the University and leading on the University's vision for Health at Essex
32. Establishing, developing and empowering a School leadership team that supports excellence in education and research; ensures continuity in school leadership and management; and ensures that there are appropriate and effective mechanisms for consultation and communication within the department.
33. Ensuring that the School's interests are promoted effectively, both internally and externally.

Education and research

34. Developing and implementing a strategic approach to the School's educational provision that enables achievement by the department of the University's strategic educational objectives; delivers a transformational educational experience to the School's students; and is consistent with the University's framework for academic quality and standards.
35. Developing and implementing a school research strategy that enables the school to meet the University's strategic objectives for research quality, intensity and impact, contributing to a University submission to UoA2 (Public Health, Health Services and Primary Care) in REF2021, and a submission in the area of Allied Health Professions, Dentistry, Nursing and Pharmacy in the post 2021 REF assessments.
36. To review current provision, strengthening resources and facilitating targeted development of new provision at the University of Essex as a national and international centre for health and social care education.
37. To collaborate with partner organisations in order that health and social care education may be delivered in a mutually beneficial manner.
38. To facilitate relationships to strengthen health and social care research opportunities.
39. To provide advice and coordination regarding health and social care research and education activities and related contractual and quality assurance arrangements across University departments and centres.

Business generation and management and external representation

40. To liaise within the Faculty and the University to ensure the effective delivery of contracts and the ability to respond to new business opportunities effectively.
41. To manage the School's health and social care-related contracts and associated activities
42. To manage Performance and Quality Assurance linked to contracts and noncontract health provision within the School, including working directly with Heads of Group and Subject Leads to ensure the maintenance of professional and regulatory standards.
43. To represent the University at the Council of Deans of Health.
44. To lead external liaison with health & social care workforce, education development and strategic review/ operation fora on behalf of the School; liaising with other Faculty staff as required to forward the interests of the University, (for example liaising with Health Education East of England, and engaging with Local Education and Training Boards and Essex Workforce Partnership activities).



Planning

45. Working with colleagues in the school to develop, review and enhance the academic vision for the development of their school within the context set by the University's Strategic Plan and associated strategies.
46. Leading the School's engagement in the Annual Strategic Planning Process, ensuring that their school engages fully and constructively in the process and that the Department Strategic Plan and its implementation deliver the objectives set out in the University's Strategic Plan and associated strategies.
47. Ensuring that the School's portfolio of educational provision is reviewed and developed in order to maintain, and where possible improve, the department's recruitment position both in terms of quality and quantity in the context of national and international student demand for their discipline(s).
48. Leading the School's development of new sources of income that support it in delivering excellent education and research.

Staff management

49. Overseeing the management of all staff within the department, ensuring that the following areas are managed within the University's HR and equal opportunities policies to support the achievement of the University's and department's strategic objectives:
 - a. Recruitment and appointment.
 - b. Induction, mentoring and probation.
 - c. Staff development.
 - d. Performance management and review.
 - e. Promotion and recognition.
50. Allocating teaching and other duties within the department, in light of the school's strategic needs and the overall workload and balance of activities of both the school as a whole and of individual members of the department.
51. Provide direct line management for the School Manager, in close consultation with the Faculty Manager.

Resource management

52. Managing the School's financial, staffing, space and other resources within approved budgets and allocations, and in accordance with the University's financial regulations and other relevant regulations and policies.
53. Promoting measures within the School to increase operational efficiency, so that where possible and feasible existing resources are freed in order to enhance educational provision and research activity.

Engagement

54. To ensure that the department's activities are undertaken in line with the University's Charter, Ordinances, Regulations and policies, and that all the department's staff are aware of these requirements.
55. To carry out the responsibilities of a Head of Department as set out in the University's Health, Safety and Well-being Policy. Holders of the role may delegate specific activities related to these responsibilities to School colleagues. Where activities are delegated the role holder remains responsible for them; activities can be delegated, responsibility may not.



Job description for substantive role of Professor in the School of Health & Social Care

KEY RESPONSIBILITIES OF THE POST

- To provide strategic leadership in education and professional practice and enrich the profile of the department/school and faculty.
- To make a substantial contribution to the international profile of the University through the generation of internationally excellent education, scholarship and professional practice.
- To provide leadership in ensuring your pedagogic and practitioner research and that of others in your department generates impact beyond the academic sphere.
- To undertake senior leadership responsibilities as agreed with the Head of Department.
- To enhance the scholarly reputation of the department/school by contact with the wider academic community and the dissemination of knowledge via public communication and other activities.

MAIN DUTIES OF THE POST

Education

- To make a significant contribution to the education provision made by the department/faculty at both undergraduate and postgraduate levels (e.g. through the development of new modules and programmes, curriculum review processes, etc.).
- To champion an integrated approach to academic practice within the University and/or externally.
- To engage in successful, strategic leadership to enhance education (e.g. enhancing student learning, transforming the student experience, etc.) at the University and beyond.
- To contribute to the establishment of effective organisational policies and/or strategies for supporting and promoting others (through mentoring, coaching, reward and recognition processes, etc.) in their work delivering excellent teaching and support for learning.
- To supervise an above average number of postgraduate research students and/or research staff for the discipline
- To sustain an active commitment to, and engagement in, continuing professional development related to academic, institutional or other professional practices, and to encourage this actively in others.

Leadership and Citizenship

- To undertake significant and strategic leadership responsibilities and academic leadership roles within the department/school in agreement with the HoD.
- To identify, develop and grow internal and external networks and establish links with relevant academic and professional bodies, contacts and employers.
- To play a leading role in public engagement and the championing and dissemination of knowledge in relevant regional, national and international communities to effect change.
- To demonstrate an active commitment to, and engagement in, continuing professional development related to academic, institutional and/or other professional practices, and to



encourage this actively in others.

- To ensure knowledge and skills relevant to the profession are up-to-date and applied in education and research, and that the implications of quality assurance and quality enhancement for professional practice with a particular focus on teaching are fully understood.

Scholarship and Professional Practice

- To engage actively in reflective practice and continuing professional development in relevant subjects/disciplines and your pedagogy, incorporating the outcomes from research, scholarship and the evaluation of professional practice.
- To make a significant contribution to your individual field of expertise at an international level.
- To continue excellence in professional practice.
- To lead knowledge exchange activities such as chairing national policy committees, collaborating with external organisations or leading relevant external national and international networks.
- To produce significant scholarly publications which are critical, reflective and evaluative of teaching, and which advance our ideas on how a subject should be taught.
- To disseminate best education practices and academic scholarship both within and outside the organisation; and to present papers at conferences both nationally and internationally.
- To identify, lead and secure bids for funding to support teaching and scholarship at departmental or institutional level.

These duties are a guide to the work that the post holder will initially be required to undertake. They may be changed from time to time to meet changing circumstances.

TERMS OF APPOINTMENT

For a full description of the terms of appointment for this post please visit:

<http://www.essex.ac.uk/hr/current-staff/terms.aspx>



UNIVERSITY OF ESSEX
PERSON SPECIFICATION

JOB TITLE: Professor (ASE)	POST REF: REQ02396
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QUALIFICATIONS / PROFESSIONAL RECOGNITION / TRAINING	Essential	Desirable
<ul style="list-style-type: none"> ■ A distinguished academic record, including internationally excellent pedagogic research, or equivalent professional experience or practice. 	X	
<ul style="list-style-type: none"> ■ An appropriate and current professional registration within Health/ Social Work. 		X
<ul style="list-style-type: none"> ■ A relevant doctoral-level research degree or equivalent professional experience or practice. 	X	
<ul style="list-style-type: none"> ■ Fellowship of the Higher Education Academy or the ability to gain professional recognition at this or a higher level if appropriate. 	X	
EXPERIENCE/KNOWLEDGE	Essential	Desirable
<ul style="list-style-type: none"> ■ Evidence of teaching excellence at both undergraduate and postgraduate levels appropriate to the discipline. 	X	
<ul style="list-style-type: none"> ■ A sustained record of strategic leadership in academic practice and academic development. 	X	
<ul style="list-style-type: none"> ■ A substantial record of internationally excellent, world-leading research in the field. 		X
<ul style="list-style-type: none"> ■ A strong, sustained record of academic publication at international or world-leading levels of recognition, with evidence of a clear publication plan for submission to future Research Excellence Framework (REF) programmes. 		X
<ul style="list-style-type: none"> ■ An established record of success in securing and managing substantial research grants (appropriate to the discipline). 	X	
<ul style="list-style-type: none"> ■ Evidence of sustained and successful commitment to, and engagement in, continuing professional development related to academic, institutional and/or other professional practices. 	X	
<ul style="list-style-type: none"> ■ Experience of establishing effective organisational policies and/or strategies for supporting and promoting others (e.g. through mentoring, coaching, reward and recognition, etc.) in delivering excellence in research and excellence in education. 		X
<ul style="list-style-type: none"> ■ Significant professional reputation in a relevant area of professional practice in health care. 	X	
<ul style="list-style-type: none"> ■ Evidence of strong and impactful interactions with local/regional and/or (inter)national industrial/commercial sectors. 		X
<ul style="list-style-type: none"> ■ Evidence of substantial contribution to the development of professional and/or public policy or practice at regional, national or international levels. 	X	
<ul style="list-style-type: none"> ■ Major achievement in knowledge exchange activities such as establishment of a successful spin-out company, exploitation of intellectual property rights, or leading a major consultancy activity. 		X
<ul style="list-style-type: none"> ■ Knowledge of the key issues and challenges in health as they relate to higher education provision. 	X	



<ul style="list-style-type: none"> Substantial experience in a leadership position within an academic department or faculty with a significant portfolio of health-related provision. 	X	
<ul style="list-style-type: none"> Significant experience of engaging with regulatory and statutory bodies with responsibility for health-related provision. 	X	
<ul style="list-style-type: none"> Experience of managing effectively one or more health-related programmes within their department, or of other significant management responsibilities for health-related educational provision at departmental or faculty level. 	X	
<ul style="list-style-type: none"> Experience of governance related to health-related regulated professions or organisations (e.g. Trusts, commissioning groups etc.) 		X
<ul style="list-style-type: none"> Knowledge of the key issues and challenges in health as they relate to higher education provision. 	X	
SKILLS/ABILITIES	Essential	Desirable
<ul style="list-style-type: none"> A record of academic leadership in a range of appropriate contexts (e.g. learned societies, professional associations, and academic networks). 	X	
<ul style="list-style-type: none"> Strong organisational, communication and interpersonal skills. 	X	
<ul style="list-style-type: none"> A commitment to championing excellence in education demonstrable through a sustained record of enhancing the quality of student learning and transforming the student experience at institutional, and/or in (inter)national settings. 	X	
<ul style="list-style-type: none"> Ability to complement, strengthen and help direct the department/school's research and education activities. 	X	
<ul style="list-style-type: none"> Evidence of strong and impactful interactions with local/regional and/or (inter)national industrial/commercial sectors. 		X
<ul style="list-style-type: none"> Evidence of substantial contribution to the development of professional and/or public policy or practice at regional, national or international levels. 		X
<ul style="list-style-type: none"> An appreciation of the value of appropriate research/education technologies and an ability and/or willingness to deploy these when relevant. 		X
<ul style="list-style-type: none"> Strong communication and negotiation skills, particularly the ability to persuade and inspire academic colleagues and members of professional services in order to achieve strategic objectives by working with and through others. 	X	
<ul style="list-style-type: none"> The ability to establish strong and effective working relationships with key stakeholders for health-related educational provision and research. 	X	
<ul style="list-style-type: none"> The ability to establish positive and effective working relationships with colleagues at all levels of the University and its partner institutions. 	X	
PROFESSIONAL VALUES	Essential	Desirable
<ul style="list-style-type: none"> A commitment to helping develop dynamic communities of research and education at the University. 	X	
<ul style="list-style-type: none"> A strong and well-articulated commitment to the University's values and mission to deliver excellence in both education and research (integrated academic practice). 	X	
<ul style="list-style-type: none"> A commitment to respect individual learners and diverse learning communities and to promote participation in higher education and 	X	



equality of opportunity for all learners via student-centred practice.		
■ A commitment to using evidence-informed approaches and the outcomes from research, scholarship and continuing professional development in their academic practice.	X	
■ An acknowledgement of the wider context in which higher education operate.	X	
■ A willingness to participate in extra curricula departmental activities (e.g. supporting recruitment, welcome and employability).	X	
ELIGIBILITY	Essential	Desirable
■ The ability to meet UK 'right to work' requirements.	X	

* The University has a responsibility under the Asylum, Immigration and Nationality Act 2006 to ensure that all employees are eligible to work in the UK. Prior to commencing employment, the successful candidate will be asked to provide documentary evidence to this effect. The University may be able to offer Tier 2 Sponsorship for this role. For further information about UK immigration requirements please follow this link <https://www.gov.uk/government/organisations/uk-visas-and-immigration>



ADDITIONAL INFORMATION

School of Health and Social Care

You can find more information about the department at the following link:

<https://www.essex.ac.uk/departments/health-and-social-care>

People Supporting Strategy

Please find a link to the People Supporting Strategy.

<https://www.essex.ac.uk/-/media/documents/directories/human-resources/people-supporting-strategy.pdf>

General information

At the University of Essex we use consistent language and terminology that articulates more clearly the responsibilities for education, research and leadership/citizenship associated with each academic role. This will help new colleagues to understand the University values from the moment they engage either as an applicant or new colleague, and help them to understand the future career pathways available to them as they become more established in their role.

We advertise our salaries on a range to indicate the trajectory of progression that can be made. Appointments are usually made at the start of the salary range. The university salary structure includes automatic pay progression within the published grades, subject to service and performance. In addition to this, there are performance related annual pay review schemes in place.

Benefits

As an employer we offer a range of benefits and a commitment to career development and equal opportunities in an environment that both reflects and creates a rich interaction of people, disciplines and ideas.

- Pension scheme
- Generous holiday entitlement
- Competitive salaries
- Training and development
- Family friendly policies
- On campus childcare facilities, for more information visit www.wivenhoeparkdaynursery.co.uk
- Relocation package for qualifying staff
- Interest free season ticket loan
- Range of optional salary exchange tax benefits (pension and bicycle schemes)

This document is produced by:

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