


Head of Learning & Teaching Enhancement	
<b>Role Description</b>	

<b>Grade:</b>	Grade 8 (Professor)
<b>Campus Location:</b>	Sighthill
<b>Line Manager:</b>	Vice Principal for Learning & Teaching
<b>Line Management Responsibility for:</b>	Staff within the Department of Learning and Teaching Enhancement
<b>Role Summary:</b>	The Head of Learning and Teaching Enhancement is responsible for supporting the development and delivery of excellent teaching and learning across the University through leadership of the Department of Learning and Teaching Enhancement (DLTE).

### Main Duties and Responsibilities

➤	Lead the Department of Learning and Teaching Enhancement (DLTE) including managing the staff, overseeing, and supporting their career development.
➤	Support the Vice Principal for Learning & Teaching to develop and deliver the University strategy for learning and teaching through outstanding academic leadership and the building of excellent relationships with key internal and external stakeholders.
➤	Make a significant contribution to delivery against the University's strategic objectives, including strengthening the academic culture, student experience and satisfaction on taught programmes.
➤	Manage budgets and staffing costs, grow income, develop and deliver the departmental plan including target-setting and reporting on progress against the University strategic plan.
➤	Oversee and develop programmes, short courses and CPD within DLTE to grow income and extend our external networks both nationally and internationally.
➤	Represent the University on higher education forums e.g. Heads of Educational Development Group and other national bodies as required.
➤	Lead and develop training and networking opportunities for key University staff involved in learning and teaching and the student experience, including Programme Leaders, Personal Tutors and members of the Learning and Teaching Network.
➤	Lead, manage and provide training and support for University staff to gain qualifications and external recognition for learning and teaching excellence including routes to fellowship and national teaching fellowship, PGCert and ENRoute.
➤	Undertake high quality research that informs teaching at national level with an emerging international reputation.
➤	Develop and manage learning and teaching enhancement activities, and build networks and communities of practice that support the University strategy, contribute to teaching activities and grow the University's national and international reputation for pedagogic practice.
➤	Work closely with the Vice Principal for Learning & Teaching, Deans and Directors and the student community to support an excellent standard of education throughout the University.
➤	Offer specialist academic expertise in pedagogy and related policies and practices in

	Higher Education at national and international level.
➤	Contribute to strategy and policy development in relation to teaching quality, the learning environment, student experience and outcomes.
➤	Support quality assurance processes within the University including institutional reviews (e.g. ELIR), programme validation, external evaluation and accreditation both national and international to underpin enhancement activities and curriculum innovation and development and to advise on national and international collaborative educational partnerships.
➤	Deputise for the Vice Principal for Learning & Teaching on external committees.

## Person Specification

Attributes	Essential Selection Criteria	Desirable Selection Criteria
<b>Education/Qualifications</b>	<p>Doctorate</p> <p>Fellowship of the Higher Education Academy</p> <p>Requirement to meet the criteria for a Grade 8 Professorial appointment in Learning and Teaching</p>	PFHEA
<b>Experience</b>	<p>Leadership and management of projects/teams at university level</p> <p>An emerging international reputation as a leader in the field</p> <p>Leadership positions or awards at national and increasingly international levels, for example, research/pedagogic conferences, professional forums, national/international bodies.</p> <p>Strong track record in teaching and assessment in Higher Education at undergraduate and taught postgraduate level</p> <p>Experience and knowledge of learning and teaching</p>	Experience of PGR supervision

pedagogy and practice within Higher Education

National-level engagement in learning and teaching development e.g. through working with professional bodies, with evidence of emerging international engagement

Sustained record of high-quality outputs relating to pedagogic innovation and /or disciplinary research that has informed teaching at national or international level (including conference peer reviewed and journal publications or textbooks/ textbook chapters, guidance on learning and teaching such as QAA, Advance HE reports/guidance).

Thorough knowledge and background in enhancing learning including through technological development and introduction of innovative teaching practices

Engagement in, and leadership of, national initiatives to support disciplinary and/or generic improvements in the quality of learning and teaching (for example through professional bodies, QAA, Enhancement Themes networks, Advance HE).

Design and developing new programmes and curricula contributing to the sustained growth of the student population, new income streams and/ or outstanding student feedback and improved graduate employability.

**Skills/Personal Requirements**

Excellent organisational and management skills

Ability to manage budgets and to develop and deliver against planning targets

Excellent leadership and people skills

Good team worker and team builder