



Job Description & Person Specification	
Post title: Principal Lecturer, Healthcare Practice Learning	Post No: 550351
School or Department: Institute of Health and Allied Professions	Date created: 26/10/2020
Grade: J	Hours per week: 37
Fixed term end date (if applicable):	
Other requirements of the role:	
Immediate line manager: Head of Department	
Title & Grade of posts line managed by postholder: Designated Lecturers and Senior Lecturers	

Job purpose:

- To provide academic leadership, strategic and management of practice learning for undergraduate, and postgraduate healthcare programmes in the Institute of Health and Allied Professions
- To lead, undertake and support development, research and commercial activity within the field of practice learning at the Institute of Health and Allied Professions and across the School of Social Sciences.
- To support the Head of Department in all operational activities and to provide line management for designated staff.

Principal duties and responsibilities: The role will encompass all of the following, but the balance of duties and responsibilities will be determined in discussion with the post holder's line manager:

A) **Subject Area** [Retain for Academic and Research staff only]

1. Practice Learning Nursing, Allied and other Healthcare Professionals

B) **Principal Duties**

1. Responsible for the management of practice learning, overseeing the design and delivery of practice learning within professional health courses. To lead the accreditation, ongoing review, strategic development and enhancement, marketing and management of practice learning components within healthcare programmes as necessary, working in conjunction with Course Leaders and other relevant staff.
2. Develop approaches to practice learning which are innovative for the University and subject area which create interest, understanding and enthusiasm amongst students and reflect developing practice elsewhere, and gather evidence from staff or students in order to prepare reviews of academic activity.
3. To identify opportunities for the strategic development of practice learning, including developing placement capacity and to lead and coordinate programme and course development in relation to practice learning, addressing and resolving problems relating to the quality of placement delivery, student satisfaction, student progress and retention as they arise. Be a point of contact for escalated student affairs issues related to placements.
4. To support the Head of Department and other colleagues within the School in taking the lead with initiatives and developments within practice learning in healthcare , with respect to teaching, learning and the student experience.

Contribute to subject area level strategic planning and wider planning processes within the School, College and/or University.

5. Lead collaborative partnerships with other educational institutions or other bodies; promoting the subject and the institution. Lead development of international placement opportunities for the department.
6. To provide academic leadership and first line management for designated lecturers/senior lecturers and placement managers, including induction, mentoring, probation, absence management processes, teaching observation and appraisals but excluding responsibility for managing any formal processes. To play a supportive role to the Head of Department in staff development, performance management and any other people management matters.
7. To undertake academic management duties appropriate to the post across the subject area, providing support for colleagues as appropriate. These duties may include: recruitment and selection; involvement in quality management processes and training, admissions; workload planning, and efficient resource utilisation across practice learning
8. To participate in meetings with the Head of Department and other senior staff and to chair these meetings as required in the absence of the Head of Department. Attend other relevant meetings as necessary, for example, chairing and participating in institutional committees which include staff at a more senior level.
9. To teach and provide supervision at undergraduate and postgraduate levels on programmes within healthcare education utilising appropriate teaching, learning, support and assessment methods. This to include undertaking marking, assessment and examination work and provision of timely feedback to students.
10. Motivate students, supporting them in learning and on occasion, personal difficulties, ensuring that appropriate internal or external specialist support for the latter is sought.
11. To prepare, organise and assist with student cultural visits, exhibitions, field trips and placements as appropriate and to attend all events, including Graduation days and open days, relevant to the courses taught by the post holder.
12. Ensure that knowledge of the relevant subject area is fully up to date by actively engaging in continuous professional development and scholarly activity appropriate to the post, using the knowledge acquired to further develop teaching and external activities.
13. Actively develop and maintain a national and international network of fellow professionals, and manage the promotion of the subject area to relevant professional bodies including the NMC and HCPC, for example, may be called upon to provide professional and expert advice by external organisations.
14. To lead and/or contribute to the development of research and/or commercial activity both within the subject area and across the School, and to contribute to subject area's budget by supporting the Head of Department with the planning and development of third stream income generation activities.
15. To undertake scholarly and research activity which will enhance the School's reputation, and to enable other to pursue activities in those areas, for example leading peer-reviewed publications or conference events, delivery of knowledge transfer projects or external examining. Ensure that these activities continually inform teaching practice.
16. To be responsible for ensuring that all University Policies and Procedures are appropriately applied and followed within the areas of responsibility of the post.

N.B. The post-holder may be required to undertake any other duties which may reasonably be required as within the nature of the duties and responsibilities of the post as defined, subject to the proviso that normally any changes of a permanent nature shall be incorporated into the job description in specific terms.

Personal Attributes

Attributes	Essential	Desirable
<p>Knowledge</p>	<p>Thorough understanding of the major subject areas within the Nursing, paramedic or other Allied Health discipline.</p> <p>An understanding of contemporary issues of particular significance for practice learning and the future development of healthcare and healthcare professions.</p> <p>Knowledge of curriculum developments, contemporary teaching practices, market intelligence and resources in Higher Education, and ability to transfer this knowledge into implementation of School planning.</p> <p>Knowledge of pedagogical approaches to support practice based learning</p> <p>An understanding of the health professions research context and ethos within the UK Higher Education Sector.</p> <p>Detailed knowledge of one or more of the following areas:</p> <ul style="list-style-type: none"> • Practice Learning • Virtual Placements • Simulation <p>Recognised excellence and reputation within practice learning among peers in the UK and internationally.</p>	<p>Have a critical awareness of the key issues and challenges facing healthcare provision in higher education.</p> <p>Have a critical awareness of the key issues and challenges facing placement provision for healthcare courses in Higher Education.</p> <p>Knowledge of a range of pedagogical approaches to support blended learning</p>
<p>Skills</p>	<p>Good interpersonal skills and an ability to communicate complex ideas effectively to students using a variety of teaching methods.</p> <p>Ability to effectively lead and manage teams.</p> <p>Excellent technical skills and fully conversant with appropriate industry standard software/professional practices.</p> <p>Ability to lead, manage and undertake scholarly or practice-related activity and/or research in the discipline.</p>	<p>Ability to effectively scale up teaching and learning approaches</p> <p>Coaching/supervision skills</p>

	<p>Ability to teach at Undergraduate and Postgraduate levels.</p> <p>Good administrative, IT and analytical skills.</p> <p>Proven planning and organisation skills</p>	
Experience	<p>Proven Higher Education teaching experience in one or more of the following areas:</p> <ul style="list-style-type: none"> • Management of practice learning • Paramedic Practice • Nursing Practice • Pre-registration, post-registration and continuing professional development in healthcare • Teaching and Curriculum Development in Higher Education <p>Management and academic leadership of Undergraduate and/or Postgraduate programmes.</p> <p>Experience of leading and managing teams.</p> <p>A record of academic leadership and curriculum development.</p> <p>Relevant research and/or consultancy experience.</p> <p>Experience of administration and organisational responsibilities within a Higher Education environment.</p>	<p>Undertaking relevant research and presenting results at conferences/industry events and publishing in journals.</p> <p>Experience of line managing staff.</p> <p>Experience of leading activity to improve the outputs of learning and teaching and enhance the student experience.</p>
Qualifications	<p>Undergraduate degree in Nursing or Allied Health Professional (Or Registered Nurse or Allied Health Professional with a related Health Sciences or Social Sciences Degree)</p> <p>Registered with NMC Nurse, Midwife or registered with the HCPC as Allied Health Professional</p> <p>Relevant Postgraduate qualification/ equivalent work experience combined with professional memberships and/or qualifications.</p>	<p>A Higher Education (and Further Education if appropriate) qualification such as a PGCHE or PGCert in Academic Practice or equivalent.</p> <p>A PhD or professional doctorate</p>

	<p>Senior Fellowship of the Higher Education Academy (HEA)</p> <p><i>Note: Newly appointed Principal Lecturers who do not already hold Senior Fellow of Higher Education Academy will be required to achieve this within 12 months of appointment.</i></p>	
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Competencies

Essential Competencies

Leading and coaching (Level 3)

Is visible and publicly champions initiatives to provide direction. Takes responsibility for an area of work and for its outputs. Makes time to get to know people and motivate them. Regularly reviews performance of self and others.

Organisation and delivery (Level 3)

Takes account of organisational priorities to ensure that operational and strategic plans are being implemented and achieved.

Communicating and influencing (Level 3)

Communicates effectively with a wide range of diverse internal and external stakeholders, influencing and negotiating change. Networks internally to keep ahead of developments.

Team working (Level 3)

Leads aspects of team work, seeking and implementing improvements to the team's outputs/service and developing colleagues within the team. Challenges colleagues.

Creativity and Innovation (Level 3)

Reviews, tests and implements new concepts, models and approaches to practice in support of service implementation and delivery

Entrepreneurial and Commercial focus (Level 3)

Spots and progresses business opportunities and opportunities for collaborative working externally and internally. Challenges assumptions and the status quo in order to enhance competitive advantage. Tracks competitor activity.

[N.B All competencies should be drawn from the NTU Competency Framework which can be found [here](#)]

Job Description and Person Specification created by (post title): Head of Department
