

## Job Description

### Director of DMU Education Academy and Digital Pedagogies

Office of the Deputy Vice-Chancellor Education, Equalities and Student Experience

Grade: Senior Academic Contract

Permanent, Full-time, Hybrid Working

	Duties of the role
<p><b>Role outline</b></p>	<p>Reporting to the Education, Student Experience and Equalities portfolio, you will provide strategic leadership, vision and direction to support our <i>Empowering University Strategy</i>. You will lead educational enhancement and improve the university's teaching and learning related KPTs.</p> <p>You will be highly motivated, with a passion and commitment for developing and driving data informed improvements and innovation in digitally enhanced learning and teaching practice.</p> <p>You will have a national and international reputation for research/scholarship and leadership in digitally enhanced learning and teaching in higher education.</p> <p>You will have significant sector experience of providing strategic leadership in the enhancement of exceptional teaching and learning and will be able to provide evidence of initiatives that align with the University's ambitions for high performance in league tables and national student surveys.</p> <p>You will have excellent written and oral communication skills and will be able to work effectively with internal and external stakeholders. Working as appropriate in partnership with the Student Union, you will be a role model in leading and supporting staff in the enhancement of inclusive teaching and learning practice across the University.</p> <p>The work conditions will involve a hybrid work model. It is expected that you will work on campus for 3 days per week with 2 days remote working.</p>

<p><b>Overall purpose of the role</b></p>	<p>The Director of the DMU Education Academy and Digital Pedagogies is a key leadership position within the University. You will make a demonstrable strategic contribution to the enhancement of digitally enabled teaching and learning across the University.</p> <p>You will have a national and international level reputation for scholarship and leadership in digitally-enhanced teaching and learning and will be able to evidence a commitment to nurturing talent and creating a collegiate and inclusive working environment.</p> <p>You will have significant experience of leading and evaluating university-wide strategic change projects relating to digitally-enhanced teaching and learning and will be externally recognised for your teaching practice.</p> <p>You will have a significant track record of data led educational enhancement work and of leading innovative teaching and learning practice.</p>
<p><b>Main duties and responsibilities</b></p>	<ul style="list-style-type: none"> <li>• To provide strategic leadership of digital educational development across the university community in line with the <i>Empowering University Strategy</i>, delivering improvement in the core teaching and learning metrics such as the National Student Survey, Postgraduate Taught Student Experience Survey and wider student data.</li> <li>• To build staff capabilities in the application and evaluation of digital pedagogies to support the enhancement of learning and teaching practices.</li> <li>• To lead the DMU Education Academy and have overall responsibility for the leadership and management of staff in the Academy, including responsibility for health and safety practice.</li> <li>• To take a leading role in participating in University committees and groups as appropriate and providing support, guidance and input to the writing of University strategic plans and policy papers.</li> <li>• To take a leadership role in supporting teaching and learning practice across the University, such as through committee memberships and chairing validation and collaborative partnership events.</li> <li>• To develop strategic and operational plans for digital educational development that initiate change and to manage complex projects involving matrix working across the University.</li> <li>• To sustain a high performing culture of teaching and learning practice across the University, working with senior colleagues in Faculties and Directorates, Education Academy Fellows and National Teaching Fellows.</li> <li>• To ensure that the University's teaching and learning activities are reflective of best practice at a national and international level.</li> <li>• To work with key internal stakeholders across the University to design and ensure the effective and timely implementation of teaching and learning policies.</li> <li>• To develop an evaluation culture and practice for all aspects of the DMU's Education Academy work</li> <li>• To work with external stakeholders such as Advance HE, SEDA, UCISA and JISC to ensure that the University's digitally enhanced teaching and learning practice is recognised as being sector leading.</li> <li>• To represent the University externally on relevant professional bodies and fora and participate in key national debates on learning and teaching practice.</li> <li>• Minimise environmental impact in the performance of role, seek to promote environmental sustainability within the area of responsibility and actively contribute to the delivery of the DMU Environmental Policy.</li> <li>• Treat all DMU staff, students, contractors and visitors with dignity and respect. Provide a service that complies with the Equality Act 2010, eliminating unlawful discrimination, advancing equality of opportunity and fostering good relations with particular attention to the protected characteristics of age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief (or none), sex and sexual orientation.</li> <li>• Perform any other duties commensurate with the job grade as reasonably required from time to time.</li> </ul>



## Person Specification

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Area of responsibility	Requirements	Essential or desirable	*Method of assessment			
			A	I	P	D
<b>Qualifications</b>	A relevant first degree in a related area and a postgraduate teaching qualification in Higher Education or equivalent experience.	Essential				D
	Ph.D. or equivalent professional experience and evidence of continuing professional development in relation to academic enhancement practice.	Essential				D
	Significant record of senior leadership in the design and implementation of strategies to enhance teaching and learning at a university level.	Essential		I		
	Extensive understanding of pedagogic practice, including the design and implementation of initiatives that enhance the staff and student experience.	Essential		I		
	Principal Fellow of the Higher Education Academy		Desirable	A		D
	A recognised digital qualification such as CMALT, SCMALT		Desirable			
<b>Knowledge and experience</b>	Proven senior experience of development and implementing a range of exceptional teaching pedagogies that have led to a demonstrable enhancement of the student learning and teaching experience in the context of regulatory frameworks and audit processes. A sound understanding of quality assurance and regularity compliance in higher education, including	Essential				

Area of responsibility	Requirements	Essential or desirable	*Method of assessment			
			A	I	P	D
	the role of the OfS, QAA and Ofsted in ensuring the delivery of exceptional teaching.					
	Proven senior experience of developing and implementing a range of digital education pedagogies and distance learning provision that have led to a demonstrable enhancement of the student learning and teaching experience in the context of regulatory frameworks, audit processes and accessibility guidelines. A sound understanding of quality assurance and regularity compliance in higher education, including the role of the OfS, QAA and Ofsted in ensuring the delivery of exceptional teaching.	Essential		A	I	
	Proven senior experience of strong leadership qualities and skills appropriate to senior management, including resource and budget planning, conducting performance and development reviews, the implementation of strategies to enhance performance, and supporting and leading colleagues through probation	Essential		A	I	
	Proven senior experience of implementing exceptional teaching initiatives to enhance the student and staff experience that draw on a data informed approach and the ability to set the strategic direction for the DMU Education Academy, ensuring the alignment of priorities and workplans with university strategic priorities.	Essential		A	I	P
	Significant and sustained experience of using learner analytics and other data-driven approaches as part of a strategy applied approach to enhance teaching excellence and improve student outcomes, metrics reporting and data analysis.	Essential		A	I	P
	Successful record in fostering strong strategic collaborative working relationships at a senior level within the university and with external partner organisations.	Essential		A	I	
	Significant track record of achievement as an academic in a relevant subject area as evidenced by esteem factors such as publications, external roles and securing external funding.	Essential		A	I	
<b>Skills and attributes</b>	Evidence of achievement and effectiveness as an engaging and visionary leader relating to higher education teaching practice at a senior level.	Essential		A	I	

Area of responsibility	Requirements	Essential or desirable	*Method of assessment				
			A	I	P	D	
	Ability to set strategic direction for the DMU Education Academy, ensuring the alignment of priorities and workplans with university strategic priorities. The ability to lead and inspire colleagues and to build a high-performing team that supports exceptional teaching based on outstanding teaching and research experience.	Essential		A	I	P	
	Demonstrated excellent communication skills and the ability to present to influence senior colleagues within and outside of the university in a strategic manner.	Essential		A	I	P	
	Evidence of initiating and building excellent team working relationships and promoting an inclusive and supportive academic culture.	Essential		A	I		
	Self-motivated with a proven ability to quickly under pressure, including writing metric driven reports and responding to external review bodies.	Essential		A	I	P	
	A sound understanding of the university's strategy and values and a demonstrated commitment to equality, diversity and inclusivity and the ability to support work that actively addresses gaps and areas of potential bias. Commitment to ensuring adherence to the university's Equality and Diversity policy.	Essential		A	I		
<b>Additional Requirements</b>	The ability to commit to on-campus work on 3 days per week as part of hybrid working.	Essential		A	I		
	Willingness to work occasional out of office hours (e.g., evenings and weekends).	Essential		A	I		

\*A = Application Form; I = Interview; P = Presentation; D = Documentary Evidence