



Edge Hill
University

THE  TIMES
THE SUNDAY TIMES

**GOOD
UNIVERSITY
GUIDE
2022**

**MODERN
UNIVERSITY
OF THE YEAR**



Strategic Lead for Secondary PGCE & IQTS

Faculty of Education

EHM0276-0923

Management Grade. Point 01

Salary for this grade: £57,541 per annum.

Contract: Permanent

Hours: Full Time (37 hours per week)



About the Role

A successful applicant to the Strategic Lead for the Secondary PG ITE role will have substantial expertise and experience in Initial Teacher Education and will understand the pivotal role played by leaders in the delivery of high quality teacher training. Edge Hill University is one of the providers to have been awarded DfE accreditation to deliver ITE from 2024 onwards; the new quality requirements place an even greater emphasis on the role of mentoring with the requirement for more extensive training. This core and substantial aspect of the provision will require dedicated and expert leadership, with strategic oversight of the training programme and how it is implemented and quality assured.

The Strategic Lead for Secondary PG ITE will communicate a strong and clear vision for high quality teaching and learning within the Secondary PG phase that will inspire tutors and mentors and will have a high-quality student experience at its heart. You will be comfortable liaising with both university and school-based colleagues and will play a key role in the leadership and development of our Secondary PG provision as we prepare for the implementation of a newly validated programme from September 2024. You will work particularly closely with the Associate Head of Department and other senior colleagues to help shape our ITE provision as a whole, and with specific responsibility for our Secondary (11-16) PGCE programme which includes an iQTS route.

Reward & Benefits

We want you to feel happy when you come to work and proud when you go home.

From the moment you join us you have the opportunity to enhance your skills. We offer various routes for progression, a range of specialist development sessions and academic development opportunities along with an award winning and comprehensive staff health & wellbeing programme (HR Excellence Awards 2017). This means you will receive a full academic induction, be enrolled if appropriate on our PGCTHE, benefit from the Edge Hill University CPD scheme (UKPSF) and our annual University Learning and Teaching day all to support your professional development.

This is just a taste of what we are able to offer you at Edge Hill University.





About Us

Edge Hill University is an ambitious institution, based on an attractive, award-winning 160-acre campus in Lancashire, close to Liverpool and Manchester. The University aspires to combine excellent research of reach and significance with a world-class student experience.

Edge Hill University was named Modern University of the Year in the Times and Sunday Times Good University Guide 2022 and shortlisted for the overall UK University of the Year award. With this award the University was called 'one of the shining stars of the modern university sector.' The award has come closely after Edge Hill was awarded University of the Year in the Educate North Awards 2020/21.

Edge Hill University appears in the Times Higher Global Rankings (801-1000) and has previously held the coveted UK University of the Year title, awarded by Times Higher Education in 2014/2015.

Other recent successes include a Global Teaching Excellence Spotlight Award (2018) from Advance HE in association with Times Higher Education, being ranked in the top 10 for teaching by the Times/Sunday Times Good University Guide 2017, top in the North West for student experience (Time Higher Education 2017), and top in the UK for student accommodation in the 2017 WhatUni Awards.

Edge Hill University has achieved both Athena Swan Bronze and the European Commission's 'HR Excellence in Research Award' (first awarded 2018 and reawarded 2021), which acknowledges alignment with the principles of the European Charter for Researchers and Code of Conduct for researcher recruitment. The process incorporates both the QAA Code of Practice for Research Degree Programmes and the Concordat to Support the Career Development of Researchers.





Duties and Responsibilities

1. Provide academic leadership for the programme ensuring that the highest academic standards are maintained and that national developments relating to the programme are responded to appropriately.
2. Ensure the integrity of your programme and any associated projects, by ensuring all staff contributing are fully informed and prepared for effectively engaging in delivery and reporting responsibly, via appropriate channels, any cause for concern;
3. Contribute effectively to the design and planning of the curriculum, including the writing of course validation documentation as required, ensuring compliance with the University's Academic Regulations and Quality Management Handbook;
4. Co-ordinate and lead the team of staff who contribute to your programme, in order to maximise the impact of their individual and collective contributions;
5. With appropriate senior and other colleagues, develop and implement the Intensive Training and Practice requirements for PGCE Secondary and the increased mentoring requirements.
6. Play an active and senior role in ensuring and monitoring readiness in preparation for Ofsted inspections.
7. Enhance the quality of education and provision by ensuring that high standards of teaching and learning are maintained on the provision to which they contribute.
8. Effectively oversee the welfare, progress, examination, assessment and marking of the students as designated by your Head of Department.
9. Lead on quality assurance of programme provision to identify areas where provision is in need of revision or improvement through course evaluations, student feedback, and other forms of internal and external data.
10. Contribute effectively towards the development of the Department, including taking lead responsibility for nominated projects and participating in Validation and Audit Standing Panel committees;
11. Encourage and support colleagues to develop both their research and scholarship activities as well as their teaching portfolios.
12. Be a fully active member of relevant Departmental/Faculty/Institutional business/committees and contribute to partnership working, projects and enterprise activity with external colleagues and service users (where appropriate);





Edge Hill University

13. Promote the work of the Institution and participate in the recruitment, selection and induction of students;
14. Play a significant role in expanding existing partnership work in your specialist area through engagement with schools, education providers and other organisations.
15. Participate in and develop additional external networks/operational links to further the development and reputation of the department and of the University;
16. Take part in relevant internal boards, committees and working groups as required;
17. Organise and administer tasks in an efficient and effective manner;
18. Carry out any other duties as requested by Head of Department/Line Manager, commensurate with the grade of the post.

Student Support

1. Take responsibility for overseeing the welfare, progression, examination and assessment of students and drawing to the attention of the Head of Department any issues as appropriate;
2. Act as a Personal Tutor for a number of students, including providing academic and personal support, supporting individual profiling and development planning, and preparing references; referring students to further support services as required;
3. Provide effective support to individual students and groups of students in accordance with Edge Hill University's procedures, referring students to further support services as appropriate;
4. Promote the work of the University and participate in the recruitment, selection and induction of students;
5. Undertake, as and when required, and in accordance with Edge Hill procedures, personal tutor responsibilities (academic and pastoral);
6. Support learning in practice, including placement/mentor preparation and practice audits (where appropriate).



Research (for those with Significant Responsibility for Research)

1. Contribute effectively to, and lead as appropriate, research and/or enterprise projects including identifying and making credible bids for funding to support the projects;
2. Enhance and maintain links with cognate disciplines within the Faculty, Institution, Industry and the Community;
3. Apply for grant funding and manage, as appropriate, any grants which are secured;
4. Supervise and manage research projects if required

Corporate Responsibilities

- a) Contribute to the fulfilment of Edge Hill's Mission Statement and Strategic Plan by implementing agreed Edge Hill policy.
- b) Participate in and accept responsibility for the management and development of the University.
- c) Participate in Edge Hill's decision-making processes.
- d) As necessary, promote and facilitate cross-institutional and inter-disciplinary developments in overall course provision.
- e) Support the University's further development and respond to the needs generated by a diverse student body.

In addition to the above all Edge Hill University staff are required to:

- a) Adhere to all Edge Hill's policies and procedures, including Equality and Diversity and Health and Safety.
- b) Respect confidentiality: all confidential information should be kept in confidence and not released to unauthorised persons.
- c) Undertake appropriate learning and development activities as required.
- d) Participate in Edge Hill's Performance Review and Development Scheme.
- e) Adhere to Edge Hill University's environmental policy and guidelines and undertake tasks in a sustainable manner.
- f) Demonstrate excellent Customer Care in dealing with all customers.



Person Specification

Please note that applications will be assessed against the Person Specification using the following criteria, therefore, applicants should provide evidence of their ability to meet all criteria.

Methods of Assessment include Application Form (A), Supporting Statement (S), Interview (I) & Presentation (P).

		Essential	Desirable	Method of Assessment (A,S,I,P,T)
Qualifications				
1.	A good relevant honours degree or equivalent qualification, Qualified Teacher Status (or equivalent)	*		A
2.	PhD or equivalent (normally by publication but where appropriate through professional achievement)	*		A
3.	Teaching in HE qualification or a commitment to achieving one within the first two years of employment	*		S/I
4.	Advance HE Senior Fellowship (or significantly working towards)		*	S/I
Knowledge & Skills				
5.	Successful record of having developed, used and disseminated good practice of flexible and innovative approaches to the design and execution of teaching, learning and assessment initiatives	*		S/I
6.	Demonstrate ability to influence, advise, guide and mentor others, particularly in relation to current developments in ITE, and confidently challenge thinking and foster debate, and encourage the development of intellectual reasoning and rigour	*		S/I
7.	Ability to reflect on own skills and knowledge, and to seek opportunities to develop	*		S/I





		Essential	Desirable	Method of Assessment (A,S,I,P,T)
Experience				
8.	Experience of teaching in Secondary schools and Initial Teacher Education programmes at the Secondary phase.	*		S/I
9.	Very significant experience of innovative undergraduate and postgraduate teaching in higher education	*		S/I
10.	Evidence of leading teams, internally and externally, with the sound emotional intelligence required to work effectively with other people	*		S/I
12.	Experience of securing and undertaking substantial externally funded research and/or enterprise activities, where appropriate	*		S/I
13.	Proven ability to support the diverse academic and personal needs of individual students, and to disseminate good practice in this respect	*		S/I
14.	Evidence of research publication activity in peer reviewed journals (for those who have significant responsibility for research)	*		S/I
15.	Evidence of having developed successfully and lead to good effect networks with colleagues, students and external stakeholders, e.g., to promote student employability	*		S/I/P



Candidate Guidance

When you are ready to start the formal application process, please visit our [Current Vacancies page](#) and click 'vacancies', search for the role you wish to apply for, and click 'Apply Online'. The online application form can be completed in stages and can be revisited at any time. The form automatically saves as you enter your information, and it is simple to move backwards and forwards throughout at any time prior to submission. Help is available at each stage to guide you through the form. Before final submission, you can preview your application and can then choose to refine or submit the form.

Please refer to the advert for the closing date for this vacancy, all applications must be submitted by 11.59pm on this date. Following the closing date, we will contact you by email to let you know whether or not you have been shortlisted to participate in the next stage of the selection process. We try our best to inform all applicants within two working weeks following the closing date.

Application > Shortlisting > Interview > Outcome

For informal enquiries about this vacancy, you may wish to contact: Dr Sjay Patterson-Craven (Associate Head of Department) Patterss@edgehill.ac.uk.

At Edge Hill University we value the benefits a rich and diverse workforce brings to our community and therefore welcome applications from all sections of society.

