



Strategic Lead for Early Years Education –
Undergraduate
Faculty of Education
EHM0285-0624

Grade. MGO1, Point 1
Salary for this grade: £57,541

Contract: Permanent
Hours: Full Time (37 hours per week)



About the Faculty

The Faculty of Education at Edge Hill University has been at the forefront of teacher education for over 135 years and today it enjoys the enviable position of being one of the country's major providers of education, training, and research for the children's workforce with a reputation for the highest quality provision, partnership, collaborative working, and delivery. The Faculty is committed to developing high quality research and the impact of that research across all areas of its work. The Faculty enjoys close collaborative partnerships with hundreds of stakeholders and settings and is committed to supporting and engaging in ambitious and innovative practice that has tangible impact beyond academia.

The Faculty of Education has recently been awarded 'Outstanding' across all its Initial Teacher Education (ITE) provision by Ofsted and is the only Higher Education Institution in England (as of February 2024) under the current regulatory framework to receive a rating of Outstanding for Overall Effectiveness across all three ITE age phases.

About the Role

A successful applicant to the Strategic Lead for the Undergraduate Primary Early Years 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 ITT from 2024 onwards; the new quality requirements place an even greater emphasis on the role of mentoring, with the requirement for more extensive training and closer integration of university and school-based provision. 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 Undergraduate Primary Early Years will communicate a strong and clear vision for high quality teaching and learning, 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 have a confident understanding of the needs and perspectives of each. You will work particularly closely with the Head of Department and other senior colleagues to help shape our ITT provision as a whole, and with specific responsibility for the golden thread of curriculum that will run throughout.





Duties and Responsibilities

1. Provide academic leadership for the programme, including the Personal and Professional Development strand, 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 Undergraduate Primary Early Years being mindful of teacher workload.
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);
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

19. 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;
20. 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;
21. 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;
22. Promote the work of the University and participate in the recruitment, selection and induction of students;
23. Undertake, as and when required, and in accordance with Edge Hill procedures, personal tutor responsibilities (academic and pastoral);
24. Support learning in practice, including placement/mentor preparation and practice audits (where appropriate).



Research (for those with Significant Responsibility for Research)

25. Contribute effectively to, and lead as appropriate, research and/or enterprise projects including identifying and making credible bids for funding to support the projects;
26. Enhance and maintain links with cognate disciplines within the Faculty, Institution, Industry and the Community;
27. Apply for grant funding and manage, as appropriate, any grants which are secured;
28. 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
- g) Proactively consider accessibility and ensure appropriate quality assurance of templates, documents and published outputs using software such as Microsoft Accessibility checker and Blackboard Ally

Eligibility

Candidates should note that shortlisting will be based on information provided on the application form with regard to the applicant's ability to meet the criteria outlined in the Person Specification attached.

It is important to note that the successful applicant will be required to undertake an enhanced disclosure for you from the Disclosure and Barring Service and that this will form part of the conditions of offer of employment.



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), Test (T) & Presentation (P).

		Essential	Desirable	Method of assessment (A/S/I/T/P)
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	*		A/I
4.	Advance HE Senior Fellowship (or significantly working towards)		*	A
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	*		A/I/S
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	*		A/I/S
7.	Ability to reflect on own skills and knowledge, and to seek opportunities to develop	*		A/I/S
Experience				
8.	Experience of teaching in primary schools and Primary Early Years Initial Teacher Education programmes.	*		A/S
9.	Very significant experience of innovative undergraduate and postgraduate teaching in higher education.	*		A/I/S
10.	Evidence of leading teams, internally and externally, with the sound emotional intelligence required to work effectively with other people	*		A/I/S



		Essential	Desirable	Method of assessment (A/S/I/T/P)
11.	Experience of securing and undertaking substantial externally funded research and/or enterprise activities, where appropriate	*		A/I/S
12.	Proven ability to support the diverse academic and personal needs of individual students, and to disseminate good practice in this respect	*		A/I/S
13	Evidence of research publication activity in peer reviewed journals (for those who have significant responsibility for research)	*		A/I/S
14.	Evidence of having developed successfully and lead to good effect networks with colleagues, students and external stakeholders, e.g., to promote student employability	*		A/I/P

How to Apply

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: Karen Boardman, Head of Early Years at Boardmak@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.

