



## Job Description and Person Specification

### Summary

|                   |  |
|-------------------|--|
| Job title:        | Pro Vice-Chancellor (Education & Student Success)  |
| Area:             | Executive Office                                   |
| Reference:        | EHM0319-0526                                       |
| Grade and Salary: | Competitive Salary                                 |
| Contract Type:    | Permanent  |
| Hours:            | Full Time (37 hours per week)                      |
| Location:         | Site based (Ormskirk), hybrid working is supported |
| Reporting to:     | Vice-Chancellor                                    |



## About Us

Founded in 1885 and gaining University Title in 2006, Edge Hill University is a multi-award-winning University based on a 160-acre campus in Ormskirk, Lancashire. An educational community, providing high quality teaching, support, and transformational opportunities; it's a place where students discover ideas, attain subject knowledge, and achieve their full potential.

The University has over 12,000 students studying at both undergraduate and postgraduate level and employs more than 2,000 staff.

Edge Hill's significant success in achieving its mission is recognised by a range of awards. It is one of the select few to have held the coveted Modern University of the Year title (2022), awarded by the Times and Sunday Times and is the Daily Mail's University of the Year for Student Experience, 2026.

It was ranked in the UK Top 35 universities (Guardian University Guide 2024), 5th in the UK (Uni Compare 2026) and is a Top 4 North West Institution (Complete University Guide 2025). It is also the safest campus in the North West according to the same guide. In 2024, it was the first University to achieve Ofsted Outstanding for all phases of its Initial Teacher Training provision under the new Inspection Framework.

Edge Hill has expertise in supporting students from non-traditional higher education backgrounds, with the University winning the 2023 Educate North Social Mobility Award for widening access and participation. 70% of Edge Hill's undergraduate students have at least one widening participation characteristic.

The University has invested £350m in the campus over the last two decades. Construction has recently finished on a new £17.4m Life Sciences Building alongside a £35m investment in brand new accommodation and a Students' Union building which opened at the beginning of October 2024.

The University's researchers are addressing some of society's most pressing problems today and providing expertise to develop solutions and enact change. And there is a strong commitment to sharing that new knowledge through Knowledge Exchange and partnership working and through a significant number of Knowledge Transfer Partnerships.

From promoting inclusive societies and encouraging wellbeing for all, nurturing creativity and innovation, to tackling some of the world's biggest challenges to secure a sustainable future, Edge Hill's research builds new partnerships, enhances understanding and enriches lives. 62% of the University's research was classed as 'world-leading' or 'internationally excellent' in the 2021 Research Excellence Framework.

## About the Role

Edge Hill University is seeking an exceptional candidate to join its Executive leadership team as Pro Vice-Chancellor (Education & Student Success). This pivotal role carries strategic responsibility for our academic business, ensuring the highest standards of academic quality, delivery and student outcomes.

The postholder will provide visionary leadership across the University's three academic faculties and the Centre for Enhanced Learning and Teaching (CELT) which includes our Quality and Careers functions, fostering a high-performing, financially efficient, collegial environment in which staff and students can thrive.

A core expectation of the role is to develop and deliver a clear and innovative strategy for education, which embeds digital innovation into teaching and learning. Alongside leading the refresh of the curriculum as required to ensure the University's offer remains relevant and market led.

You will lead with vision, values and authenticity - committed to shaping a future-focused, high-impact educational experience at Edge Hill.

Given the seniority of this role this is an office based role, however the University does have hybrid working principles in place.

## Duties and Responsibilities

### Strategic Leadership

- Develop and lead the academic portfolio to ensure the University has a competitive and financially sustainable offer and business model, underpinned by an engaged staff base and excellent student experience.
- Responsible for student success across all key performance measures, driving continuous improvement in continuation, completion, attainment, and graduate outcomes.
- Deliver effective oversight and management of significant institutional budgets, ensuring robust financial governance and accountability.
- Ensure the effective utilisation of resources to support the delivery of the strategic plan, strategic objectives, and key performance indicators.
- Lead key strategic change projects that align to your portfolio as well as when required cross institutional projects to ensure effective working between faculties and professional services colleagues.

- Work with the Deputy Vice-Chancellor (Business Development and External Engagement) to identify and deliver strategic opportunities for growth and diversification within the academic portfolio, including the size and shape of the student body.
- Lead academic governance aligning to institutional governance processes ensuring that decisions are clearly aligned to the strategic plan and work in partnership with key institutional decision-making committees.
- Provide advice and support to the Vice-Chancellor in shaping the University's response to the changing policy environment and broader changes in the sector both nationally and internationally.
- Work closely with Executive colleagues and senior leaders to strengthen the organisation's national and international profile, enhancing excellence in teaching, research, and the overall staff and student experience.

#### **Academic Leadership and Digital Teaching and Learning**

- Effectively lead our academic faculties and CELT to support delivery of the strategic plan and key performance indicators.
- Foster and drive high standards of academic excellence and innovation, ensuring that the university has a high-quality programme portfolio which focuses on student success, is market-led and delivers an excellent student experience.
- Lead and develop a strategic approach to digital education across the portfolio. Working with the CELT and the Digital team to build digital capacity and expertise.

#### **Team Leadership**

- Promote the highest standards of people management, maximising staff engagement and investing in the professional development of staff aligned to institutional strategic priorities and market demands.
- Champion the EDI agenda ensuring that all behaviours and activities support the University's values and commitments to equity, diversity, sustainability and inclusion.
- Act as a role model for our values, with a view to enriching both the staff and student experience.

## **Build and Maintain External Partnerships**

- Represent the University in key regional, national, and international external relationships that enhance the reputation and quality of the University, including businesses, the public sector, and local and national government.
- Identify new partnership opportunities and build on existing partnerships ensuring effective management of the relationship, maximising opportunities to the benefit of Edge Hill University both financially and reputationally.

## **Relationships and living the Values**

- Contribute to positive working relationships to deliver the University's strategic goals between Executive colleagues, Directors, Heads of Professional Services, Senior Managers, and staff by leading by example, promoting equity and diversity actively and demonstrating Edge Hill University Values.

In addition to the above all Edge Hill University staff are required to: adhere to all University policies and procedures; complete all mandatory training and induction modules, including Equity, Diversity & Inclusion and Health & Safety; engage in appropriate learning and development activities; actively participate in performance review; demonstrate excellent customer care; contribute to an inclusive environment for everyone; respect confidentiality; act in a sustainable and environmentally conscious manner; and proactively consider accessibility in all aspects of your work.

## **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.

## 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. Where a supporting statement is indicated you will be asked to provide a statement of how you meet this criterion within the application form.

## Qualifications

|  | Essential or Desirable Criteria | Method of Assessment              |
|--|---------------------------------|-----------------------------------|
| PhD (or equivalent) in a relevant discipline.                                | Essential                       | Application                       |
| Professorial standing with a distinguished record of academic achievement.   | Essential                       | Application                       |
| Evidence of ongoing commitment to scholarly and/or professional development. | Essential                       | Application                       |
| Member of academic, professional, and external committees and networks       | Essential                       | Application, Supporting Statement |

## Experience and Knowledge

| Criteria  | Essential or Desirable Criteria | Method of Assessment                            |
|---|---------------------------------|---|
| Proven track record of sustained academic leadership and management, gained at an Executive level, within Higher Education.                                       | Essential                       | Application, Supporting Statement and Interview |
| Visionary, strategic thinker with a personal track record of academic excellence.   | Essential                       | Application and Interview                       |
| Proven track record of leading and managing organisational change and driving excellent performance within an academic community.                                 | Essential                       | Supporting Statement and Interview              |
| Experience of managing complex budgets and dealing with difficult resourcing issues, including advising on or deciding on investment and disinvestment decisions. | Essential                       | Supporting Statement and Interview              |

## Abilities and Skills

| Criteria   | Essential or Desirable Criteria | Method of Assessment                 |
|--|---------------------------------|--------------------------------------|
| Proven ability to build, empower, enable, motivate, and challenge teams and individuals to develop and deliver a positive and high-performance culture in a participative, consensual environment. | Essential                       | Supporting Statement and Interview   |
| Outstanding vision, with the ability to translate this into strategy and delivery; resilience to overcome setbacks and able to take difficult decisions.   | Essential                       | Supporting Statement and Interview   |
| Excellent interpersonal skills and personal authority, with the ability to strategically influence and engage a broad range of internal and external stakeholders.                                 | Essential                       | Interview                            |
| Outstanding written and verbal communication skills, demonstrating clarity and focus and the ability to influence, guide and challenge.  | Essential                       | Application, Interview, Presentation |
| Solution focused approach to conflict resolution, challenging situations, making, and implementing difficult decisions.  | Essential                       | Supporting Statement and Interview   |
| Highly developed political acumen with an ability to effectively navigate the UK political landscape.  | Essential                       | Supporting Statement and Interview   |
| Positive alignment with and an ability to further advance the University's mission, vision and values.   | Essential                       | Interview                            |

## Personal Attributes

| Criteria  | Essential or Desirable Criteria | Method of Assessment               |
|---|---------------------------------|------------------------------------|
| Tangible commitment to equity, diversity and inclusion and aligned health, safety and well-being principles.                        | Essential                       | Interview                          |
| High levels of resilience; demonstrating energy, enthusiasm and self-motivation, and commitment to delivery in all aspects of work. | Essential                       | Supporting Statement and Interview |
| Creative, highly motivated self-starter who can identify new opportunities and intellectual connections.                            | Essential                       | Supporting Statement and Interview |

## Candidate Guidance and How to Apply

Join our team at Edge Hill University! We're looking for talented individuals to join our dedicated and supportive community and make a difference to our students. At Edge Hill we value the benefits a rich and diverse workforce brings and welcome applications from all sections of society.

### Have any questions?

For informal enquiries about this vacancy, please contact Professor George Talbot, Interim Joint Vice-Chancellor at [Talbotg@edgehill.ac.uk](mailto:Talbotg@edgehill.ac.uk).

### Ready To apply:

1. Go to our jobsite - <https://jobs.edgehill.ac.uk/Vacancies.aspx>
2. Find the role you wish to apply for.
3. Click the "**Apply Online**" button on the job advert and follow the easy steps to prepare and submit your application.

### Key points:

- **Closing date:** Please refer to the advert for the closing date for this vacancy. Vacancies automatically close at 23:59pm [GMT]. Please note, that the University may on occasion close a post early if vacancies attract high volumes of applications; we therefore encourage you to prepare and submit your application in good time.
- **Next steps:** We'll contact you by email, usually within two weeks, to let you know if you have been shortlisted.
- **Shortlisting:** Information you provide on your application will be assessed against the person specification for this role. We encourage you to clearly show how you meet the requirements presented in the person specification. We encourage use of specific examples of your experience, knowledge and skills within your supporting statement(s).
- **Pre-employment checks:** Following offer, successful candidates will need to provide original proof of identity, qualifications and professional memberships, and evidence their right to work in the UK. You will also complete a pre-employment health questionnaire to support us in making appropriate adjustments to support you in the role.
- **References:** You will be asked to provide details of two referees on your application form. References will be collected following issue of an offer of employment. Guidance on how to select your referees is provided on the form. The University may ask you for alternative or additional referees to cover your previous three years of employment during pre-employment

- **Start date:** A start date will be arranged after pre-employment checks are completed.