

**Job Title:** Subject Area Lead for Nursing courses

**Grade :** Grade G: £51,030 to £58,451 (pro-rata) inclusive London allowance plus non

 honorarium substantive honorarium.

**Responsible to:** Head of Department for Nursing & Midwifery

**Responsible for:** Staff within the Cluster/Department/School

**Contract length:** Fixed term for three years

These appointments are on a non-substantive basis, with the potential for renewal. If the appointment is not renewed after the 3year period, the staff will return to their substantive position which in this instance would be a senior lecturer role.

**Job Purpose**

Reporting to the **Head of Department for Nursing & Midwifery**, Subject Area Lead for Nursing courses will ensure that Nursing courses remain at the forefront of contemporary Nursing practice. The Subject Area Lead in conjunction with the Head of Department will build a high-performance academic team, have delegated responsibility to line manage colleagues, and will be accountable for performance of courses within their subject area across all institutional KPIs and take positive steps towards furthering impactful nursing focussed research and knowledge exchange outputs which are of a standard to submit as part of the REF.

The role is both challenging and rewarding, with a broad range of responsibilities and expectation of the highest levels of transformational change. The responsibilities fall into the following broad areas:

* To build and manage an effective and efficient staff resource base.
* To deliver transformational improvements in subject area courses outcomes including student continuation, progression, attainment, experience, and graduate employment.
* To increase performance of courses in their respective areas in TEF and to promote the impact and visibility of research and knowledge exchange, academic advancements, ~~industry~~ health & social care partnerships and entrepreneurial achievements of the area to healthcare partners and where appropriate partnerships and entrepreneurial achievements of the area to non-academic audiences.
* To champion and deliver growth and diversification initiatives.

**Key Tasks**

Ensure delivery of the subject area’s contribution to University and School strategic plans and performance targets.

* To support the **Head of Department for Nursing & Midwifery** in the effective performance management of all staff in the subject area to ensure excellent teaching, learning, student outcomes and the student experience as well as research and enterprise.
* To deliver the effective performance of courses within the subject area in terms of continuation, progression, achievement, student experience and graduate outcomes, Assessment Board management.
* To work with the Head of Department to deliver new and continuing student enrolments of courses to target.
* Contribute to the development and delivery of strategic plans for the school aligned with Vision 2028 through engagement with the Head of Department, Dean of School, and colleagues.
* Responsible for Assessments in the subject area (examinations, coursework, etc.).
* Responsible for responding to External Examiners’ comments and reports and for nominating appropriate subject area external examiners for consideration for appointment.
* Responsible for quality assurance, enhancement, and standards in the subject area.
* Ensure that all teaching is timetabled within agreed guidelines.
* Ensure that Health, Safety and Environmental practice in the subject area complies with University policy and regulations;
* Ensure effective representation of the subject area’s interests within and outside the University;
* Ensure that the activities of the subject areas are undertaken in accordance with the PSRB, governance, policy, and regulatory frameworks of the University.
* Actively promoting equality and diversity, in accordance with UEL’s equality and diversity policies.
* Liaise with health & social care partners and external organisations and professional bodies as required by the Head of Department and Dean of School, to represent, promote and grow the provision and reputation of Nursing courses across the sector.
* Ensure the meeting / monitoring of PSRB standards and assist in reporting to the regulatory body as necessary and delegated by the Head of Department and NMC OC
* Enhance and maintain connections with nursing networks and update the Head of Department, Dean & colleagues as required to ensure full oversight of nursing course developments, PSRB changes, sharing of concerns and comparison across the sector of nursing courses and processes.
* Deputise for the Head of Department when needed.

**PERSON SPECIFICATION**

**EDUCATION QUALIFICATIONS AND ACHIEVEMENTS:**

**Essential criteria**

* Educated to masters level with a degree in a relevant discipline.
* A Doctorate or credible research/publication record, or relevant professional experience.
* Ability to meet Associate Professor criteria within role.
* Experienced academic
* Nurse who has current registration with the NMC as a Registered Nurse
* Significant experience in clinical practice at a senior level as a Registered Nurse

**Desirable criteria**

* Associate Professor

**KNOWLEDGE AND EXPERIENCE:**

**Essential criteria**

* An excellent record of high-quality teaching.
* Experience of successful leadership with an ability to manage staff effectively and engage with key stakeholders.
* Experienced Academic with expertise in the subject area of Nursing which includes significant clinical practice as a Senior Registered Nurse
* Demonstrable commitment to and understanding of equality and diversity issues in a diverse and multicultural environment.

**Desirable criteria**

* Experience in managing people.

**SKILLS**

* Ability to lead and manage a suite of courses to ensure currency; to develop programmes and lead through PSRB & University approval / validation.
* Excellent oral and written communication and inter-personal skills and an ability to deliver high quality teaching to students of varying abilities.
* Ability to adjust level of communication to adapt to different audiences, both internally and externally, and professionally represent the School when dealing with external stakeholders.
* Engagement and interest in the views of others with the ability to build alignment to strategy; able to identify and constructively challenge misunderstandings, misdirection, and unconstructive behaviour individually and with groups.
* Ability to plan strategically to deliver the School’s vision for the future, along with an ability to implement innovation and change.