

<b>Job Title</b>	<b>Pro-Vice-Chancellor (Education &amp; Students)</b>
<b>Reports to</b>	Vice-Chancellor
<b>Department</b>	<b>Vice-Chancellor's Office</b>
<b>Location</b>	Brighton
<b>Date</b>	March 2023

<b>University Leadership Framework</b>	<b>Responsibilities of the role</b>
Demonstrate ambition for the future of our University and embody a 'One Brighton' mindset.	Develop and lead University Strategy in collaboration with UEB colleagues and take lead responsibility for education and the student experience.
	Advise the University Executive Board (UEB) and University Governors regarding the immediate and longer-term educational impact of changes in the sector and wider environment, including policy, political, socioeconomic, and technological developments.
	Ensure that appointments to academic roles are of the highest calibre and actively participate in senior appointment processes as required.
	Actively promote the University's mission, vision and values and ensure that commitments to inclusivity are embedded in curriculum, assessment, and the Access & Participation Plan.

Role model our University's core values, and are allies for equality, diversity, and inclusion.	As a member of the University Executive Board, to be a visible and accessible leader.
	Role model the University's corporate values and exercise corporate reasonability in leading the wider University.
	Contribute to the University's Equality and Diversity Policy in all activities, and to actively promote equality of opportunity wherever possible.
	Be the UEB lead for an area of equalities work, currently gender equality via Athena Swan.

Lead decisively: They make well-informed, timely decisions	Lead the University's academic quality assurance and enhancement framework for all taught awards, and to provide senior academic oversight of the processes that underpin it. Lead, alongside the Academic Registrar, the strategic agenda for the University's Academic Board and chair its key sub-committees – Education & Student Experience Committee and Quality & Standards Committee.
	Work in conjunction with other relevant members of UEB and the Deans and Associate Deans of Academic Schools to lead and deliver the continuous improvement of learning & teaching, using effective feedback mechanisms and key metrics from module and course evaluation to target and drive improvement. Ensure recognition for high quality learning, teaching, and the student experience.
	Play a key role as a member of the Portfolio Planning Committee ensuring that the University's taught provision remains balanced, viable and at the cutting edge of academic provision.

	Lead the institutional drive and focus on engagement with and the outcomes of the National Student Survey, leading a continued improvement in the institutional NSS (National Student Survey) ranking. In collaboration with the Senior leadership of the schools, ensure delivery of specific improvements and wider institutional requirements to improve student experience.
Empower colleagues and students to take initiative, to be creative and have the confidence to achieve.	Provide strong, inspirational, and motivational leadership which reflects the Universities Leadership Framework attributes to create and sustain a culture that encourages staff to learn, develop and deliver an excellent student experience. To provide leadership and set appropriately high expectations for Associate Deans (Education & Students) in this regard.
	Line manages the Associate Pro Vice Chancellor (Education & Students), and the Director of Education.
	Line manage and direct the work and resources of the heads of the Learning and Teaching Hub, Brighton Student Skills Hub, and Technical Education & Apprenticeships, including oversight of processes for the accreditation of all staff involved in teaching students.
Build and nurture effective, sustainable teams which are accountable, open to feedback and change, self-aware and collaborative.	To enhance the student academic experience by ensuring effective mechanisms for student feedback and the building of academic communities through partnership working with the University's schools and departments as well as the Brighton Students' Union.
	Work closely with the Registrar & Secretary to align the activities of related Professional Services in a way that shapes and enhances the wider student experience.
Committed to continuous learning and reflection, instilling an individual, team, and University-	Lead the University's engagement with relevant areas of the external regulatory landscape, ensuring that learning, teaching, and the student experience meet and enhance quality and compliance with the TEF (Teaching Excellence Framework) Framework standards and B3 metrics from the Office for Students (OfS) as well as other Public Sector Regulatory Bodies (PSRBs)
	Ensure that the University meets or exceeds the key performance indicators in relation to its education provision as set out in the Education & Student Experience Strategic Plan.
	Lead the University engagement with OFSTED and ESFA over Apprenticeships.
Remain future focused, strategic, and outward facing.	Working with the Registrar & Secretary and Academic Registrar to develop and implement effective strategies and policies to deliver the University objectives in improving student retention, inclusivity, achievement, and success – including where those are embedded in the Access and Participation Plan.
	Ensuring that employability is embedded within the curriculum to an appropriate degree and provide academic leadership for work aimed at improving graduate employability outcomes.

Seek out and embrace opportunities which improve the sustainability of our University.	Lead the continual modernisation of the Brighton curriculum, developing and promoting innovation and the integration of research to inform student learning. Championing the use of educational technologies, innovative learning, teaching, and assessment practices, including practice-based learning.
	Co-lead with the Pro Vice Chancellor (Research & Knowledge Exchange) and School leadership teams the institution-wide Global Challenges programme to develop, promote and embed the SDGs in our curriculum, learning and teaching

Make valuable connections by being visible and accessible, and through consultative and transparent communications	Take on responsibilities which provide an opportunity sector leadership. Act as an ambassador for the University and lead responses to external events and change – promoting and lobbying for the University. Lead strategic engagement with Further Education partners and regional bodies on skills development related to key workforce priorities and economic development.
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To undertake any other duties as may be required by the Vice-Chancellor including leadership on other institutional projects.
To be responsible for your own health and safety and that of your colleagues, in accordance with the Health and Safety at Work Act.
To engage with the academic Trade Union as a member of the Lecturers Common Interest Group (LCIG)
To work in accordance with the Data Protection Act and any subsequent legislation.

<b>Person Specification</b>
A PhD or equivalent academic credentials that evidence professional standing (PFHEA) and leadership of education change and innovation in higher education
A personal record of academic distinction and achievement as evidenced by peer recognition in the international community, sufficient to gain the confidence of academic colleagues.
A proven record of accomplishment of delivery in a senior academic management role as evidenced by the successful completion of complex and challenging projects to further a strategic agenda.
An outstanding record of achievement as an educational leader and innovator, with clear evidence of delivering sustained improvements in student satisfaction and academic development at an institutional level.
The ability to lead the strategic vision for the education of students and their wider experience across the University and implement continual improvements and KPIs in line with the University's Strategy. Record of accomplishment in developing and delivering key institutional change programmes linked to student experience and requirements.
Strong staff mentoring, appraisal and development skills.
Excellent interpersonal, communication and leadership skills, with demonstrable ability in managing the competing demands of a diverse range of disciplines.

Drive, resilience and creativity and the ability to problem solve and navigate obstacles in a comprehensive and multi-campus institution.