

Dean of Students			
School / Department:	Vice Chancellor's Office	Salary:	£110,000.00 (SPOT)
New appointees to Birmingham City University will ordinarily be appointed at the entry point of the appropriate grade			
Responsible to:	PVC Education	Responsible for:	N/A
Job Purpose			
<p>The Dean of Students is a new role reporting to the Pro-Vice Chancellor Education to directly work with Birmingham City University's (BCU) academic Schools to:</p> <ul style="list-style-type: none"> • Provide strategic leadership for the university in Teaching and Learning to deliver the university's ambitions of Strategy 2030. • Be accountable for the delivery of strategic and operational outcomes (as measured by Key Performance Indicators, KPIs), as related to learning and teaching, student experience, student employability and equitable outcomes/opportunities. • Provide strategic coordination to ensure that each School is adopting and applying pedagogic practices and approaches personalized to individual student needs and will be accountable that these practices lead to significant and sustained improvements in the key metrics of student success and attainment that move BCU up university league tables. • Work closely with Deans of School to build a robust and mature culture of continuous improvement and innovation in Teaching and Learning activities that are shared and adopted across the university as they prove their worth. • Set and maintain standards for academic quality in the delivery of Teaching and Learning at BCU. 			

Main Activities and Responsibilities
<ol style="list-style-type: none"> 1. Lead on the development of strategies and plans for Teaching and Learning aligned to BCU's strategy 2030. 2. Be accountable for ensuring that pedagogic practices and approaches personalized to individual student needs, lead to significantly improvements in all T&L metrics (B3, TEF, and equitable outcomes) and move BCU up league tables. 3. Have oversight of BCU's T&L student experience, ensuring a vibrant and inclusive culture and be accountable for high-quality NSS outcomes. 4. Work closely with the Deans of School, Heads of Department and the Academic Leads for Teaching & Learning, and Student Experience & Employability, on the delivery of strategic priorities, including advising on and adapting student success activities to optimise each Department's T&L lead and lag KPIs. 5. Lead on identifying and the effective implementation of pedagogic practices and approaches personalized to individual student needs and share them through directly working with each School and through appropriate ways to share best practice. The emphasis will be on ensuring the application of proven best practice, adapted to the needs of the students in each school. 6. Ensure that the University 2030 Strategy, the University's Education and Student Experience Strategy, STEAM and employability initiatives are embedded in Teaching & Learning. 7. Work closely with the PVC Education and the PVC Academic to hold Schools to account for T&L KPIs. 8. Work collaboratively with Student representatives (SU and School reps) to ensure that the student voice is embedded in the learning environment and across student experience activities.

9. Lead on developing strategies for implementing and managing a personal tutoring system that leads to significant improvements in students progressing to their next level of study or graduation, meeting Strategy 2030 targets for high attainment and equitable outcomes.
10. Partner with the Dean of Academic Performance to develop strategies to ensure Learning Analytics are available to Schools to drive in semester and strategic interventions to improve metrics and embed the analysis of student analytics into the operations of the School working with the Dean of School, School Academic Leads and the School Operations Managers.
11. Lead, with the Deans of School, to instill a culture of continuous improvement and innovation in Teaching and Learning activities.
12. Develop strategies that ensure equitable outcomes for students and Equality, Diversity and Inclusivity working with the Dean of School, School Academic Leads and the School Operations Managers.
13. Monitor the performance of staff and facilitate the use of T&L data/metrics in BCU's performance management process.
14. Working closely with the Deans of School, the Academics Leads and Human Resources, have oversight of appropriate staff development activities across the university to ensure the delivery of strategic priorities, including promoting advancement of staff in the fellowship structure of the HEA and overseeing submissions for National Teaching Fellows.
15. Oversee and develop the operation of the BCU's T&L structures.
16. Undertake any other duties as appropriate to the role and agreed with the PVC Education.

Person Specification

Essential Criteria	Application Form / Support Statement / Interview
1. Proven ability to deliver excellent academic results in a leadership role without necessarily having direct line management authority, such as an Associate Dean for Teaching & Learning.	Application Form / Support Statement / Interview
2. Extensive knowledge and understanding of appropriate methods for teaching, learning and assessment; how students learn; the use and value of appropriate learning technologies; employability; student satisfaction and engagement; and methods for evaluating the effectiveness of teaching	Application Form / Support Statement / Interview
3. Significant experience of managing by influence.	Application Form / Support Statement / Interview
4. Proven ability to provide clear and effective strategic and operational leadership.	Application Form / Support Statement / Interview
5. Proven ability to contribute to transforming organisations through the development of a high performing culture.	Application Form / Support Statement / Interview
6. Proven ability to work with the University Executive Team or equivalent and to think strategically at a university level.	Application Form / Support Statement / Interview

7. Sustained record of effective strategic leadership in academic practice and academic development as a key contribution to a high-quality student learning experience	Application Form / Support Statement / Interview
8. Commitment to a strong and robust inclusion, equality and diversity agenda in all aspects of teaching, education and the student experience	Application Form / Support Statement / Interview
Desirable Criteria	
9. Knowledge and awareness of the broad context of research in Higher Education and government policy in the UK and the current and forthcoming challenges and opportunities it presents.	Application Form / Support Statement / Interview
10. Doctoral level qualification in a BCU relevant or cognate discipline.	Application Form
11. National Teaching Fellow/Principal Fellowship under the Advance HE's UK Professional Standards Framework (PSF).	Application Form
12. Professorial status, or the eligibility to be awarded professorial status upon appointment.	Application Form / Interview
13. Experience of successful interaction between Higher Education, industry or commerce, research, and professional bodies.	Interview
14. Involvement with external quality assurance agencies.	Interview

- Application Form – assessed against the application form. Normally used to evaluate factual evidence e.g. award of a qualification. Will be assessed as part of the shortlisting process.
- Cover Letter & CV - applicants are asked to provide a statement to demonstrate how they meet the criteria, and may reference their CV. The response will be assessed as part of the shortlisting process.
- Interview – assessed during the interview process by either competency-based interview questions, tests, work-related exercise, presentation and discussion, or teaching session etc.