

JOB PROFILE FORM

Name:	TBC
Job Title:	Professor of Veterinary Education
Grade:	Professor
Generic Job Family:	Academic
Location:	North Faculty
Group:	
Division:	Academic
Line Manager:	Head of Vet School
Date Form Created:	Aug

PART ONE: JOB PROFILE

1. Main Purpose of the Job:

- **this is the reason why the role exists and the brief statement should summarise the main areas of activity (approx. 250 words)**

Veterinary Education (as for Medicine) is a specialist and fast-moving discipline. Clinical programmes are long (5 years), complex (range of inter-related subject areas and requirement for spiral integration) and subject to continuous scrutiny regarding delivery, progression, and outcomes by accrediting bodies (RCVS, EAVE, AVMA etc). This post is key to achieving a timely and high quality product.

Strategic direction for this School of Veterinary Medicine is both novel and disruptive.

- a) The inclusion of two ‘Gateway’ HND Programmes to widen access/participation via our tertiary educational model is a unique challenge in this arena. These programmes, although administered separately to the Veterinary Programme (BVSc), require oversight and leadership to ensure graduates achieve the quantifiable academic standards essential to progress to the BVSc.
- b) The School will co-train Vets, Vet Nurses and other accredited paraprofessionals to lead in the development of Veterinary Teams. Again, this requires strong pedagogical approaches to embrace, build and deliver a novel and important element of this unique School.
- c) We will employ small group teaching and blended learning for practical delivery. These approaches are important to us to support our students who may lack the high entry tariffs traditionally associated with veterinary applicants.
- d) We will deliver clinical training using a distributed model. Recruitment of partner practices and specialist enterprises across Scotland is complex and will require a further dedicated appointment to coordinate and manage. For the current post, the challenge is ensuring QA of experience and assessment across the clinical rotations and the development of educational programmes to train practice staff.

Main areas of activity.

Pedagogical Leadership of the BVSc, BSc VN, and associated Gateway programmes.

Programme Leadership of the BVSc (or line management of the Programme Leader).

Maintenance of QA data relevant to the School and Accrediting bodies.

Active participation in RCVS engagements.

Participation in the Vet School Senior Management Team.

Given the timeline we are aiming to achieve (Gateway HND Programmes, Sept 22; BVSc Sept 23) and the range of tasks that need to be delivered in order to meet these, it becomes clear that advancing this appointment by one year will add significantly to support this process.

2. Scope of Job:

- identify the key areas / elements of the role
- include the extent to which job holder is answerable for their actions
- note any defined variances to normal work pattern (seasonal peaks etc)

Key responsibilities

- Pedagogical ownership and leadership in the design and delivery of the BVSc Programme (ownership) and related programmes (oversight) administered from the School of Veterinary Medicine. To include validation / revalidation / programme monitoring procedures.
- Working with Colleagues in Registry and The Centre for Learning and Teaching (CELT) to ensure quality assurance processes and outcomes meet or exceed Internal and Statutory (RCVS) standards and compliance requirements.
- Leading on the processes underpinning the attainment of RCVS Accreditation and any subsequent accreditation bids.
- Membership School of Veterinary Medicine, Senior Management Team with significant autonomy.
- Chair of the School of Veterinary Medicine's Board of Studies and Boards of Examiners.
- Ensuring compliance with professional and regulatory quality assurance requirements.
- Oversight of the governance and conduct of the Extra-mural Studies processes.
- Participation staff recruitment processes.
- Leadership and participation in the development and coordination of pedagogical research and maintain / establish an international presence in the field.
- Ensuring quality provision of pastoral and educational support to all students engaged in programmes within the Vet School.
- Pedagogical mentorship of educational staff (within SRUC and external partners) delivering into Vet School Programmes.
- Participation in School entrepreneurial activities.
- Participation in student recruitment and selection including Open, Applicant and Interview Days.

3. Position in Organisation:

- include line management responsibilities (number and grade of direct reports)
- indicate the extent to which the jobholder influences and controls the work of subordinates, including checking quality of work undertaken

Reporting Structure:

- The Professor of Veterinary Education will report directly to the Dean and Head of School.
- Educational delivery staff will be line managed within Departmental reporting lines.
- The Head of Veterinary Education will work with HoDs to allocate duties to appropriate staff.
- Direct reports will include administrative support, research staff and similar.

4. Dimensions and Limits of Authority:

- **Indicate whether the role is responsible for the control of budgets, equipment, CBS Projects or other resources (and if so, provide details), including extent of independence of action within key areas of responsibility**
- **Outline the extent of the job's accountability (what are the consequences of the jobholder's actions and decisions)**

- Operational budgetary responsibilities including facility maintenance / development.
- Management of any CBS requirements associated with the programme and any spin offs (e.g. CPD).
- The position is central to the success of the vet school. Significant autonomy will be given but oversight and sign off will be by agreement at SMT level or above as appropriate.
- Significant autonomy and budgetary responsibility will be given in the development of research and KE activities.

5. Contacts/Communications:

- **give examples of the contacts that are typically required in order to carry out the responsibilities of the role, including their frequency and predictability, and the nature of the contact**
- **exclude contacts within the immediate work area but include all types of communication with others e.g. across divisions, external bodies/organisations**

- Working with and under the direction of the Dean / Head of Veterinary School.
- This role is in regular contact with the following stakeholders and may need to influence and provide complex and sometimes sensitive information to the stakeholders:
 - Internal: Dean of Faculty, Academic Board, Heads of Department, Academic Liaison Manager, academic managers and staff, Campus and Estates Group, other relevant Professional Services managers and staff, students, SRUC Student Association.
 - External: prospective students, local community, education and enterprise partners etc.
- Building strong working relationships with external agencies and partners, and influencing them as appropriate.
- Challenging constructively and influencing decision-making as appropriate across the faculty.
- Communicating effectively with a wide range of audiences including senior management, managerial colleagues, team members, academic staff, students, Student Association and other stakeholders.
- Promoting an open, consultative, continuous-improvement culture, and seeking feedback from staff, students and other stakeholders where appropriate.

6. Qualifications:

- **state the minimum level of education/formal training/qualification essential for the role (this may be different from qualifications actually held by job holder)**

- The post holder should be an RCVS registered/registerable Veterinary Surgeon.
- The candidate should hold a relevant HE educational qualification and ideally be a minimum of FHEA.
- Postgraduate qualifications and/or relevant professional qualification or demonstrable comparable experience are desirable.

7. Experience:

- **state the minimum level of experience required for the role (this may be different to the experience actually demonstrated by job holder)**
- **outline the specific skills and aptitudes needed to perform the job competently**

- The applicant will be able to demonstrate academic leadership and will be responsible for developing strategic links across the SRUC and beyond that supplement our strengths and increase our standing as a teaching and research institution.
- Experience in managing and leading a team in a tertiary education professional services setting is desirable but evidence of delivery within the HE sector is essential.
- The post-holder will have overseen the design/implementation of new systems and processes to enhance quality and the student experience.
- A clear track record in high quality pedagogical or related research.
- Experience of improving the efficiency and impact of a team, including setting and achieving clear targets.
- Good up-to-date knowledge of relevant policies, processes, practices and regulatory frameworks relating to student support, curriculum delivery and professional services within FE / HE.
- Experience of resourcing, managing, developing and motivating staff teams across more than one function to provide high quality customer service.
- Knowledge of student support services e.g. administrative, academic, pastoral, welfare, safeguarding, finance and funding, transport and residential accommodation etc.
- Project management experience.
- Team player: track record of working collaboratively with colleagues at all levels to achieve positive outcomes.
- Drive, enthusiasm and commitment to SRUC's vision and objectives and specifically in respect of quality of student experience.



8. Working Environment:

- describe the working conditions normally encountered in carrying out the job (e.g. single occupancy office/shared office, lab, outdoors etc.) including extent of any unsocial hours working
- state level of annual business mileage incurred

- Single occupancy or shared office as available
- Travel throughout SRUC will be a requirement of the role
- Occasional requirement to work outwith normal working hours

PART TWO: DUTIES & KEY RESPONSIBILITIES

- Each heading should be given a weighting reflecting its importance, which should be listed as a percentage figure on the right-hand-side of the page. (Headings should reflect the key areas described at part 1 (2: Scope of Job).

1. Manage and co-ordinate the delivery of services and facilities, within post-holder's remit, that are necessary for the effective delivery of learning, teaching and research within the faculty	60%
2. Act as a focus for, and facilitate communication relating to, education issues within the faculty, and within the post-holder's remit, for staff, students and (where appropriate) partner institutions	40%