Candidate Brief for the position of

Associate Head of School - Professional Programmes

The Open University

October 2018

INTRODUCTION

The Open University, established by Royal Charter on 23 April 1969, is the leading university for flexible and effective distance learning, as well as innovative, world-leading research, in the United Kingdom and in over 100 countries worldwide. Uniquely placed to understand the needs of part-time students, combining their learning while earning (76% of OU students are in work), our innovative, award-winning distance teaching credentials have seen over two million students receive an education otherwise denied to them at campus-based universities.

Our purpose is to widen and deepen human knowledge and understanding. In being “open to people, places, methods and ideas” we are committed to sharing and building that knowledge and understanding with learners and citizens across the globe through our strong tradition of excellent research and our expertise in supported distance learning.

We play a unique role in promoting educational opportunity and social justice by providing high-quality education to all who wish to realise their ambitions and fulfil their potential. We have led the learning revolution and pioneered innovative teaching methods that enable us to reach people and communities that other universities are not able to reach.

We help many thousands of people each year make a change in their lives for the better by providing the opportunity to combine study with employment and other important life commitments. For some students, success is about broad personal and intellectual development; for many others, it is about helping them build the specific skills, experience and knowledge to progress in their career.

We are proud to be the only University that operates across England, Scotland, Wales and Northern Ireland. Our four-nation perspective is a distinctive source of strength and value. We are able to bring the benefits of scale but flex to meet the specific social, economic and cultural needs in each nation.

The Open University makes a wider contribution to society that goes beyond our directly registered students. Millions of people engage with our free online learning materials on OpenLearn, FutureLearn and other platforms, and we reach millions more through our educational programmes in unique partnership with the BBC.
To reach more students with life-changing learning that meets their needs and enriches society.

We aim to increase the positive impact that The Open University has on the world through our teaching, research and engagement.

We will achieve this vision by putting our students first and by focusing on:

1. Enabling more students to achieve a qualification.
2. Providing enhanced employability and career progression outcomes for students.
3. Enhancing our academic excellence.
4. Leading in digital innovation.
5. Developing a more adaptive organisation and culture.
6. Diversifying our income and reducing our costs.

In a world which is fast-moving, complex and uncertain, delivering this strategy implies considerable change for the organisation – in the services we provide, how we organise ourselves and how we work.

Our people are critical to our future. We aim to create an environment where:

- Staff are motivated and empowered.
- Staff are enabled to succeed, for our students to succeed.
- We invest in our people’s success.
- We work effectively across the organisation as one University.

VALUES

In achieving our vision, we remain committed to, and are guided by, the enduring Open University values of inclusivity, innovation and responsiveness.

Inclusive

- We play a unique role in society, making higher education open to all.
- We promote social justice through the development of knowledge and skills.

Innovative

- We lead the learning revolution, placing innovation at the heart of our teaching and research.
- We continuously seek new and better ways to inspire and enable learning.
- We create world-class research and teaching.

Responsive

- We respond to the needs of individuals and employers and the communities in which they live and work.
- We are dedicated to supporting our students’ learning success.
University Structure

Faculty of Wellbeing, Education and Language Studies

The Faculty works across a range of disciplines including education, childhood and youth, health and social care, youth work, social work, languages and applied linguistics, nursing, and sport and fitness; organised as three schools. We work proactively, taking an innovative approach to teaching and learning; develop collaborative and effective partnerships with employers and other institutions; and engage in cutting edge, action oriented and internationally recognised research.

The Faculty is based in Milton Keynes. The majority of our 35,500 students are in the UK, but the Faculty also has students in the Republic of Ireland, Continental Western Europe and elsewhere in the world. The Faculty’s curriculum comprises programmes at undergraduate, Masters and doctoral levels.

Our three Schools are:

- Education, Childhood, Youth and Sport
- Health, Wellbeing and Social Care
- Languages and Applied Linguistics
The School of Health, Wellbeing and Social Care

The School of Health, Wellbeing and Social Care is one of three Schools within the Faculty. It is characterised by a vigorous intellectual life fostered through shared research/scholarship interests, collaborative teaching, and a strong external focus. The School currently has four distinct but inter-related areas of curriculum: Health and Social Care, Nursing, Social Work, Non-Medical Prescribing and current development of a MSc Advanced Clinical Practitioner Course. The School is committed to making a difference to health and social care practice and to working in partnership with key stakeholders. The School’s mission is to transform lives through health and social care education and research. Our teaching materials are underpinned by the excellence of our research as well as high quality scholarship in the area of teaching and learning that focuses on the delivery of an excellent student experience. Students of the School have won prestigious awards including, for example, the Scottish Association of Social Workers student of the year award and the Royal College of Nursing Student Nurse of the Year Award in Northern Ireland.

Teaching

The University has been developing and delivering supported open learning in the field of health and social care for over 40 years. Our materials are highly respected and we have become one of the largest providers of educational opportunities and learning solutions in this sector. Our practice-focused curriculum and emphasis on meeting the need of the health, social work and social care workforce, makes us very different from other, more traditional academic units. The School:

- Supports a large student population of approximately 11,000
- Offers a diverse range of open modules and qualifications in the field of health and social care that are relevant to practice and the work place
- Is the UK’s largest provider of part-time social work education and training
- Has a unique pre-registration nursing programme which offers a work-based qualifying route for healthcare support workers across the UK
- Works in partnership with employers to provide learning programmes that meet their changing needs. Over 50% of its students are currently sponsored by employers, mainly in the NHS, social services and the voluntary sector
- Has a research community committed to promoting the synergy between research/scholarship and learning and teaching
- Is strongly committed to the principles and practice of equality, diversity, widening participation and to the pursuit of social justice

The School develops open and distance learning materials for multi-disciplinary and multi-professional use, qualifying and post-qualifying routes, and vocational training. Modules and study materials cover a wide range of subject areas including social work; nursing; independent and supplementary prescribing; community care; working with children, young people and families; youth justice and law; public health; care management; mental health; dementia care and end-of-life care; communication in health; and mentorship and leadership.

Whilst most of the School’s curriculum is open to all, we currently offer two professional qualifications – a degree in Social Work and a degree in Nursing (adult or mental health) that are available to students who are sponsored and supported by their employers. In February 2019 we will launch the first module in our MSc Advanced Clinical Practitioner, non-medical prescribing.

Research and scholarship

The School has a strong track record in applied health and social care research. We are funded by the Research Councils (ESRC and AHRC), the National Institute for Health Research and a wide range of trusts, charities and commercial organisations. In REF2014, 69% of our research submitted to UoA22 (Social Work and Social Policy)
was judged to be world leading (4*) or internationally excellent (3*). 73% of our research was assessed as 4* or 3* for impact and 75% for research environment.

We continue to develop and invest in research and have a particular interest in:

- the role of innovative methodologies for health and social care research
- the study of normative/non-normative life-course trajectories, and the impact of these on experiences of health, care and wellbeing.

Our research is currently organised into five broad research themes: Ageing and later life; Children, young people, parenting and families; Death, dying and bereavement; Living with disability and long-term conditions; and Reproduction, sexualities and sexual health. Most of our staff work within, or across, these themes. Staff in the School is listed on the editorial boards or hold editorial responsibilities across more than 25 academic journals.

The School is committed to making a difference to health and social care practice and works in partnership with research users in all of our activities. We have a lively postgraduate community on campus and a busy international research events calendar.

The School is continuing to grow its enterprise and knowledge exchange activities through the development of long-term, strategic external partnerships and maximising the impact of our research through effective communication, supported by our busy events schedule.

Collaborations with the BBC

Over the past few years the School has been involved in a number of high quality popular broadcasts. These thought-provoking programmes reach millions of viewers and are developed in collaboration with academics in the School and the BBC. Recent examples include ‘Hospital’ an award winning series which explores the dilemmas and decision-making that unfolds in NHS hospitals; ‘Drugsland’ a documentary series that takes a detailed look at the consumption, dealing, treatment and policing of illegal drugs; and ‘A Time to Live’ a documentary which shares the stories of people who have managed to find the positives in their terminal prognosis and are determined to make the most of the time they have left.
The Role

Job Title: Associate Head of School - Professional Programmes

Reports to: Head of School, Health Wellbeing and Social Care

Terms and Conditions: Academic

Office Holder Allowance: Office Holder allowance of £4,980

Duration of post: Permanent

Working hours: 37 hours per week

Location: Walton Hall, Milton Keynes

Closing date: Midday, Wednesday 31 October 2018

Type of application form accepted: A letter of application (up to 1500 words) explaining how your skills and experience meet the person specification; An up to date full curriculum vitae

Summary of duties

The Post

The Associate Head of School - Professional Programmes is a senior management position; the postholder will provide academic and business leadership for the discipline area and be responsible for the management and effective deployment of resources in order to meet School, Faculty and University strategic objectives. The Head of Professional Programmes has general oversight of teaching, research and scholarship strategy and activity and represents the discipline area in the School, Faculty, wider University and externally.

You will be based at the Open University's campus in Milton Keynes, working with the Head of School and other colleagues based in the School of Health, Wellbeing and Social Care as needed. The post involves regular travel to other locations to promote Nursing and Social Work provision across the four nations.

Job Description

You will be required to:

- Exercise academic leadership at School, Faculty and University level, as a member of the School Senior Management Team and in contributing to the development of School strategy.
- Contribute to the School Operational Plan that aligns with the Faculty’s Business Plan and responds to the University’s strategic priorities.
- Provide strategic leadership and management of the disciplines, responding appropriately to external drivers and opportunities.
- Be responsible for the management of the discipline area as a cost centre, working to Key Performance Indicators, and manage and deploy resources effectively including staff, budgets, infrastructures and equipment.
- Have oversight of business development initiatives in support of the School’s growth strategy.
- Develop and promote partnership working with commissioners and employers in the public, voluntary and independent sectors across the UK.
- Have overall responsibility for the line management and appraisal of all academic staff in the discipline area.
- Have overall responsibility for maintaining and enhancing the quality of the awards in terms of coherence, progression, levels and specification, in consultation with the relevant internal and external colleagues.
Work with and support Qualification Leads and Module Team Chairs in the production and presentation of qualifications and modules, creating development opportunities and agreeing standards and quality outcomes.

Work closely with other Heads to promote multi-disciplinary and inter-professional teaching and cross-school working.

Work with the Associate Dean Research Excellence and Associate Head of School Research and Scholarship to lead HWSC’s research and scholarship strategy. Be accountable for the quality and appropriateness of the research and publication outputs from academic staff, in line with the School and Faculty research and scholarship strategies.

Role specific requirements e.g. Shift working

There is an expectation that members of staff will be present at Milton Keynes on average 3 days per week.
The Candidate

Requirements

Education, qualifications and training

Essential:

- Master’s degree or equivalent, in a related field.
- PhD or equivalent related to increasing the pursuit of knowledge in a field relevant to health, wellbeing and social care.
- A recognised professional qualification that is currently registered with one of the UK regulators for Health or Social Work Practice in the UK.
- A post graduate teaching qualification.

Desirable:

- An acknowledgement by accreditation of quality of teaching by an outside agency – for example HEA at Senior Fellow level.

Knowledge, work and other relevant experience

Essential:

- Evidence of excellent leadership and management skills including the ability to lead, motivate, delegate and encourage high performance.
- A detailed understanding of current policies and external drivers informing health and social care in higher education.
- Evidence of experience in leading and managing innovative course production and presentation.
- A detailed understanding and experience of quality assurance activity, including institutional and external body reviews.
- Evidence of leading change and contributing to strategic developments.
- Ability to communicate effectively and to work in a team at all levels.
- Evidence of commitment to developing self and others.
- Knowledge of and commitment to equal opportunities policies and practices and a record of achievement in promoting diversity.
- An awareness of the funding regime for professional and work-based education and training for professional programmes within the four nations.
- Ability to work strategically with stakeholders at local and national level, including with government if indicated, the statutory and independent sectors, and user and carer organisations.

Desirable:

- Record of publications in a relevant area that supports professional practice.

Personal abilities and qualities

Essential:

- Ability and willingness to travel for work purposes, and to live within reasonable commuting distance of The Open University in Milton Keynes.
- Demonstrable energy and enthusiasm for promoting professional programmes of education at The Open University.
How to Apply

The preferred method of application is online at www.berwickpartners.co.uk/69082

If you are unable to apply online please email your application to response.manager@berwickpartners.co.uk

All applications will receive an automated response.

Deadline for applications is Midday, Wednesday 31 October 2018 GMT.

All candidates are also requested to complete an online Equal Opportunities Monitoring Form which will be found at the end of the application process.

For detailed information on how we process your personal data, please review our privacy policy on our website https://www.berwickpartners.co.uk/privacy-policy/

In line with GDPR, we ask that you do NOT send us any information that can identify children or any of your Sensitive Personal Data (racial or ethnic origin, political opinions, religious or philosophical beliefs, trade union membership, data concerning health or sex life and sexual orientation, genetic and / or biometric data) in your CV and application documentation. Following this notice, any inclusion of your Sensitive Personal Data in your CV/application documentation will be understood by us as your express consent to process this information going forward. Please also remember to not mention anyone’s information or details (e.g. referees) who have not previously agreed to their inclusion.

If you have any queries or would like more information in regard to this document please contact:

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