

## Associate Head of Pre & Post-registration Nursing and Public Health

### Role Profile

<b>Salary:</b>	Band 6
<b>Working Hours:</b>	Full Time – 35 hours per week for nominal purposes (32 hours for nominal over four days during 4-day week pilot)
<b>Contract:</b>	Permanent
<b>Reporting to:</b>	Deputy Director (Academic)
Dotted line to the Head of School of Nursing & Health Sciences at the University of Sunderland for pre-registration NMC accredited programme	
<b>Direct reports:</b>	Senior Lecturer/Programme Manager for MSc Nursing and Public Health
<b>Overall purpose/accountabilities:</b>	
Lead the University of Sunderland in London's (UoSIL) pre- and post-registration Nursing and Public Health programmes in line with the campus and Faculty plans and objectives.	
Being responsible for the management and quality of pre-registration adult nursing programmes, ensuring the Nursing and Midwifery Council (NMC) standards are met.	
Being a crucial part of strategic leadership in curriculum development, staff development, and maintaining academic rigour for both pre- and post-registration nursing programmes to ensure graduates are fit for practice and uphold high standards of care.	
Ensure the provision of excellent academic practice, through teamwork, staff development, collaboration, inclusiveness, information sharing and inspirational leadership achieved through both project management and team leadership.	
Contribute to the academic leadership as part of the senior management team.	
Deliver and champion excellent customer service to all stakeholders at all times.	

## Job Description

In collaboration with the Head of School for Nursing & Health Sciences, be responsible for development, delivery and management of the pre-registration nursing provision within the University to ensure it is innovative and meets the NMC standards for pre-registration nursing education and NHS employer needs. Develop and maintain effective relationships with the professional body and regulators, i.e. NMC and NHS.

Support the Senior Lecturer/Programme Manager (Nursing & Public Health) in development, delivery and leadership of the post-registration Nursing programmes.

With the lead for practice-based learning, ensure that placement learning is robust and meets professional and employment requirements for all students. Work collaboratively with the Clinical Placement Coordinator and Clinical Link tutor to ensure the placements meet all the NHS requirements and students receive meaningful learning.

Ensure that the importance of the student experience including student support and pastoral care is made explicit in all developments and provision, whilst monitoring student experience to ensure it is being delivered effectively.

Provide strategic academic leadership and operational management with regard to teaching and learning excellence, workload planning, authentic assessment design, academic development and the development of employability skills within the curriculum in line with University Student Success Plan and objectives.

Contribute to the annual academic review ensuring the programmes are fit for purpose and innovative and incorporate adjustments as required by APP, TEF, Employability initiatives, the Postgraduate Survey and NSS feedback.

Lead, promote and facilitate the development of excellent and innovative teaching and learning across all Nursing and Public Health programmes within the curriculum and supported by extracurricular activities across the UoSIL.

Provide leadership and guidance to actively support the development of the UoSIL's enhanced student experience culture, ensuring it is supportive, inclusive and enabling high-performance teaching teams based on the development of academic staff.

Work in collaboration with the Head of Academic Operations and professional support staff to ensure that quality assurance aspects permeate all areas of teaching and learning.

Work with Senior Lecturers/Programme Manager to implement a workload plan that ensures staff have equitable workloads and time to develop academic careers in their chosen route.

Actively promote the incorporation of engaging T&L material and activities within the VLE (Canvas) system to reflect current best professional practices, enhanced student experience, course design and student extra-curricular activities.

Develop appropriate external links with professional bodies, educational institutions, industry, commerce, the public sector, community bodies and other stakeholder groups, acting as an ambassador for the UoSIL. This will include placement development and relationships with external NHS Trusts and private sector partners.

Work cooperatively with Professional Services to contribute to effective engagement monitoring to drive improved engagement. Attend case management meetings to agree on approaches and ensure academic actions are completed.

Work cooperatively with Lecturers, Senior Lecturers, other Principal Lecturers, Senior Management Team and other members of the UoSIL and colleagues in the Sunderland campus to ensure added value within the student experience. Participate in university wide committees, Task and Finish Groups and formal and informal networks where required.

Effectively manage all staff and resources, ensuring all policies and procedures concerning staff recruitment, selection, induction, appraisal, staff development, recognition, performance management, academic workloading, and health and safety are adhered to and consistently applied.

Undertake relevant personal and professional development activities to ensure own academic practice and leadership skills are continuously updated.

Contribute to the provision of excellent academic practice within UoSIL by making a balanced contribution across all areas of academic activity, as appropriate.

Commitment to promoting and incorporating our corporate values throughout all streams of academic programme delivery.

Promote and encourage the practice of the University's equality and diversity principles in contact with all staff, students and partners and any other relevant University requirements.

Any other duties commensurate with the nature of the job, as determined by an appropriate senior manager.

**Other factors:**

This role may require some national and international travel to attend events in support of academic and professional development or recruitment activities.

**Generic to all Principal Lecturers:**

All Principal Lecturers will perform a range of duties. Whilst it is not anticipated that all activities listed below will be covered by one individual, it is expected that individuals will make a balanced contribution to all areas of academic-related activity.

**Teaching and Research.**

Contribute to the provision of excellent academic practice across campus. Resolving problems affecting the delivery of academic programmes and/or projects within own areas of responsibility and by associated regulations, procedures and good practice.

Make decisions regarding the operational and strategic aspects of own area of specialism, contributing proactively to decision-making within the academic team, campus or wider institution.

To teach, grade and, if required, moderate a range of programmes within the UoSiL academic portfolio.

Identify and respond to opportunities for strategic development of new courses, projects, income generation or other appropriate activity.

Write and contribute to publications or disseminate research and research findings using appropriate media such as presentations at conferences or exhibitions of work.

### **Management.**

Coordinate the work of others to ensure that academic programmes are delivered effectively.

Acting as a role model and point of contact for colleagues across the team.

Overseeing the maintenance of quality and standards, in compliance with the Office for Students conditions of Registration B, and other requirements of accrediting bodies.

Lead, develop and/or participate in internal networks, for example, by chairing and/or participating in institutional boards and committees. Effectively representing the campus at an institutional level.

Effectively line manages all staff and resources, ensuring all policies and procedures concerning staff recruitment, selection, induction, appraisal, staff development, recognition, performance management and health and safety are adhered to and consistently applied.

Contribute to the overall management of the academic team in such areas as budget management and business planning. As well as being involved in strategic planning at a team/institutional level.

Provide consistent advice and guidance on institutional policy. Ensuring staff have access to appropriate briefings and staff development opportunities, as required.

### **External Engagement.**

Develop, lead and/or participate in external networks, for example with other educational bodies. Collaborating with colleagues in other institutions directly or through networks such as learned bodies.

### **Professional Development.**

Maintain knowledge and understanding at the forefront of the relevant area of professional practice.

Comply with the institution's expectations of an individual member of academic staff concerning their self-monitoring and continuing professional development.

## Person Specification

<b>Essential</b>	<p><b>Qualifications</b></p> <p>Degree or equivalent professional qualification in a relevant discipline.</p> <p>Postgraduate qualification in relevant subject area.</p> <p>NMC registration.</p>
	<p><b>Experience</b></p> <p>Recent experience of university teaching across the core areas of Nursing with internal and external recognition as a scholar / teacher or authority in the subject area.</p> <p>Experience of validation, quality assurance and review with professional bodies such as NMC and employers within the NHS.</p> <p>Experience in Nursing curriculum design.</p> <p>Experience of managing the overall nursing student experience.</p> <p>A clear track record of research, professional practice, enterprise or scholarship in Nursing.</p> <p>Significant experience of teaching within Higher Education and proven experience of providing academic leadership at senior level.</p> <p>Proven experience in effective leadership and resource management skills (staff, budgets etc.).</p>
	<p><b>Skills &amp; Attributes</b></p> <p>Excellent leadership skills, including the ability to motivate a large and diverse workforce to achieve high levels of individual, team and organisational performance.</p> <p>High level of operational and academic leadership capabilities supported by experience.</p> <p>Ability to contribute to and support the development of strategic plans.</p> <p>Proficiency in data interpretation and analysis to drive improvements, especially B3 metrics.</p> <p>Working knowledge of the Nursing curriculum and how this relates to accreditation with NMC.</p> <p>A proven ability to lead teams and ability to influence within HE.</p>

	<p>Ability to engage with teaching, learning and assessment at a high level using a variety of innovative methods and approaches to include practice learning.</p> <p>Proven understanding of professional, statutory and regulatory frameworks within the context of delivering health related programmes within Higher Education.</p> <p>Knowledge of widening participation and an understanding, based on experience, of how to bring out the best in students from diverse backgrounds including those who may have under-performed in the past.</p> <p>A meticulous approach to the preparation and scrutiny of academic documentation.</p>
<b>Desirable</b>	<p><b>Qualifications</b></p> <p>PhD/Doctorate in a relevant subject area</p> <p>Senior/Principal Fellowship of Advance HE or equivalent.</p> <p>Membership in a relevant professional body.</p> <p><b>Experience</b></p> <p>Experience of university teaching in Public Health with internal and external recognition as a scholar / teacher or authority in the subject area.</p> <p>Previous experience working on University-level committees.</p> <p>Experience in designing new courses and innovative learning materials.</p> <p><b>Skills and Attributes</b></p> <p>Demonstrable skills in recognising future trends, anticipating industry or sectoral developments and developing new and refreshing products to meet the demands of current and future employers.</p> <p>Proven familiarity with innovative teaching approaches and HE regulatory requirements.</p>

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