

THE POST

College /Service:	The University of Exeter Medical School
Post:	Associate Professor/Professor (depending upon experience)
Reference No:	P55349
Reporting To:	Professor David A Richards

This document contains the job description for Associate Professor and Professor.

Main purpose of the job:

To develop the curriculum for a new BSc Nursing to be launched by the University in September 2018.

To undertake all duties required to plan and deliver the new BSc, including liaison with the local health community to ensure clinical placements are available and suitable for learning, and to include liaison with the professional regulator, the Nursing and Midwifery Council, over accreditation of the course.

To fulfil all other research, teaching and administration duties as an Associate Professor/ Professor in nursing.

To contribute to extending the research profile of nursing, particularly in areas related or complementary to existing research activities including

- Essential nursing care
- Nursing people with dementia

To contribute to the general operation of the College as a member of its academic team.

Job Description for Associate Professor

Main duties

Education and Learning Support

1. Oversee the design and development of the overall curriculum for the BSc Nursing.
2. Design, develop and deliver a range of programmes of study at various levels.
3. Lead the development and clarification of academic standards and quality for nursing
4. Working closely with the Associate Dean for Education in the development and implementation of teaching and learning strategy.
5. Make a significant contribution to the development of academic policies across the Institution.

Scholarship

1. Publish high quality scholarly learning resources and/or books for wider dissemination.
2. Work at a national level to champion selected aspects of disciplinary pedagogy to further education.
3. Engage in scholarly research networks beyond the University.
4. Lead, as first author, on successful funding proposals.

Liaison and Networking

1. Lead and develop internal and external networks to foster collaboration and share information and ideas and to promote nursing and the Institution.

2. Participate in internal and external networks in relation to teaching and teaching funding, and consultancy.
3. Promote and market the work of the College in nursing both nationally and internationally.
4. Contribute to the enhancement of research quality and thinking in nursing by being involved in quality assurance and other external decision making bodies.

Managing people and managing resources

1. Act as line manager for matters relating to the employment of staff and ensuring the work is allocated fairly, according to skills and capacity.
2. Carry out the role of an Academic Lead i.e. sustaining a shared sense of direction for the discipline and a shared participation in the University and Colleges' success through engagement with University and College strategies ensuring decisions are taken forward effectively by all staff they lead enabling, supporting and celebrating individual achievement.
3. Take overall responsibility for the organising and deployment of resources within own areas of responsibility

Person Specification (Associate Professor level)

1. Have a current registered qualification in nursing
2. Possess a depth or breadth of specialist knowledge demonstrated by a PhD in nursing or a related area of health care, or equivalent, of the core knowledge relating to nursing in order to teach and support learning on nursing modules.
3. Possess a teaching qualification which is registerable with the NMC
4. Possess in depth knowledge of nursing to enable the development of new knowledge, innovation and understanding in the field.
5. Be recognised as an excellent teacher nationally and have worked at a national level to champion selected aspects of nursing pedagogy to further education.
6. Possess a thorough understanding of institutional management systems and the wider higher education environment, including equal opportunities issues.
7. Have a strong record in attracting scholarship funding.
8. Have experience of designing and leading on educational projects regionally/nationally.
9. Ideally be a member of the HEA at Principle Fellow level or above.

Job Description for Professor

Main duties

Research

- Support the development and implementation of the College research strategy.
- Lead and co-ordinate research activity in nursing.
- Manage research and other collaborative partnerships with other educational institutions or other bodies.
- Lead bids for research, consultancy and other additional funds.
- Write publications of the appropriate defined standard or disseminate research findings using media appropriate to nursing.
- Lead and develop internal and external networks to foster collaboration and share information and ideas and to promote nursing and the Institution.
- Contribute to the enhancement of research quality and thinking in nursing by being involved in quality assurance and other external decision making bodies.
- Lead the development of new and creative approaches in responding to research challenges.
- Plan and implement research projects and monitor progress to ensure the achievement of financial and research objectives.

Communication, Administration and Management

- Be routinely involved in complex and important negotiations internally and with external bodies, particularly in relation to research, research funding and consultancy.
- Participate in Institutional decision making and governance.
- Participate in internal and external networks in relation to research and research funding.
- Promote and market the work of the School in nursing both nationally and internationally.
- Exercise academic leadership for all nursing activities - teaching and/or research, as appropriate.
- Act as line manager for matters relating to the employment of staff and ensuring the work is allocated fairly, according to skills and capacity.
- Appraise and advise staff on personal and career development plans and mentor research activity within nursing.
- Develop and communicate a clear vision of the departments/research clusters strategic direction.
- Promote a collegiate approach and develop team spirit and team coherence.
- Foster inter-disciplinary team working.
- Determine the allocation of resources within own area of responsibility.
- Take overall responsibility for the organising and deployment of resources within own areas of responsibility.

Person Specification (Professor level)

The successful applicant will have an independent research programme that will strengthen and complement the existing team at the University. He/she will be able to demonstrate the following essential qualities and characteristics:

1. A current registered qualification in nursing
2. PhD or equivalent qualification/experience in nursing or a closely related discipline.
3. Be a leading international authority in nursing.
4. Possess a teaching qualification which is registerable with the NMC
5. Possess in depth knowledge of nursing to enable the development of new knowledge, innovation and understanding in the field.
6. Demonstrable track record of leading research with high impact
7. A strong record in regularly attracting research funding sufficient to create and maintain a sustainable research group.
8. Teamwork skills to work in collaboration with existing group members.
9. An active and supportive approach to inter-disciplinary and multi-disciplinary research that will help to foster interactions and links both within the University and externally with other relevant organisations.

Informal Enquiries

Before submitting an application you may wish to discuss the post further by contacting Professor David A Richards, telephone (01392 724615) or email d.a.richards@exeter.ac.uk.

About the University of Exeter Medical School (UEMS)

About our Research

Our ambition is to be a top 10 UK Medical School, driving major improvements in patient care and reductions in health risks in the population, underpinned by a substantial and sustainable critical mass of world leading researchers. We are now investing in ambitious plans to grow, as a central priority of University strategy.

Strategic Principles:

Our research is guided by the following principles: -

- Driven by important clinical and public health questions.
- Spans the understanding of healthy processes and pathophysiology in basic sciences to clinical trials, clinical care, population health, and health policy.
- Enables patient stratification for personalised healthcare using genetic and phenotype characteristics and harnessing bioinformatics.
- Develops a systems medicine approach to understanding mechanisms, diagnosis and treatment of human diseases, to ensure resilience for the future data-rich health care environment.
- Collaborates closely with the public, patients, NHS and other users of our research at all stages in the research process.
- Explores the effects of the healthcare, work and natural environments on population and patient health and wellbeing.

- Develops interdisciplinary collaborations to bring innovation from the physical and biological sciences, engineering, maths and business to biomedical science and healthcare including new methodologies for diagnostics, imaging and devices.
- Develops interdisciplinary collaborations with the humanities to maximise the unique opportunities in Exeter.

Our research focuses on translational and applied research in areas of greatest health burden and greatest opportunity for scientific advance, principally but not exclusively: diabetes, cardiovascular risk, and ageing; neurological disorders and mental health; environment and human health; and health services research.

UEMS will achieve its ambition of a top 10 UK medical school for research quality by building upon its already considerable medical research strengths. In REF 2014 UEMS ranked in the top 15 medical schools in the country for its world leading and internationally excellent research (9th for Public Health, Primary Care and Health Services Research and 13th for Clinical Medicine)

We have excellent collaboration with the NHS: We are lead partners in the NIHR Collaboration for Leadership in Applied Health Research and Care (PenCLAHRC) <http://clahrc-peninsula.nihr.ac.uk/>. The Peninsula CLAHRC is highly regarded particularly in terms of its innovative approach to seeking out important clinical questions and changing patient care. It has made several important break-throughs which have changed patient care, including enabling the ambulance service to administer tranexamic acid to reduce bleeding post trauma and by changing the pathway of patients attending hospital with stroke to reduce time to thrombolysis.

The south west has excellent NIHR research networks to facilitate clinical trials.

About our Teaching

Our education mission is built around “Research-Inspired, Enquiry-Led learning”, and our programmes include problem-based learning and small group-teaching and study. Increasingly, we aim to prepare our graduates for managing global health challenges and for an international job market. Our aim is to develop health professionals, scientists and technologists who are well-equipped to be problem solvers and critical thinkers. Our students will graduate with skills which allow them to contribute to any part of healthcare, science, or management of the health service.

In line with the University’s mission to improve the health and wellbeing of the public, in the South West and across the world we are creating a new Academy of Nursing. The Academy will be research focussed, international in outlook and will prepare the nurses of tomorrow to the very highest of UK and international standards. This exciting development will educate students to be the new leaders in nursing – the ‘Future Nurse’ – able to work in diverse contexts, be comfortable nursing people across their life course, nursing, advising and assisting patients with multiple and complex co-morbid health needs, and taking the lead in multi-disciplinary healthcare, management and research teams. In line with our University strategy of ‘Making the Exceptional Happen’ an Exeter Academy nursing degree will be among the most prestigious in the world.

We have an international reputation in robust and effective assessment systems, having also pioneered approaches to the assessment of professionalism. We have exemplary support of students and their learning, and put great store by an excellent student experience. Our international partnerships include the International Medical University of Malaysia, whose students join us from year 3 of the programme.

Our teachers include clinicians, both medical and allied professionals, dedicated scientists, some with a focus on teaching, some being principally researchers, and all are scholarly in their approach to educating the next generation of doctors and clinical scientists. We have strong partnerships with local NHS Trusts, GP practices and other healthcare provider organisations, and work closely with Health Education England (South West) to manage resources for clinical placements.

Additional Information Relating to the Post

Salary

For appointments at Associate Professor: The starting salary will be on Grade H, £54,637 to £68,836 per annum, points 48 to 56, subject to knowledge, skills and experience. Progression beyond point 50 is subject to performance in the role.

An increment will be payable on 1 August each year until the top of the scale is reached (subject to being in post for 6 months and satisfactory performance). The scale will be subject to a cost of living review each year.

For appointments at Professor Level: Competitive salary reflecting qualifications and experience

Hours of work

There are no specific hours of work but staff are required to work such hours as are necessary to carry out the duties associated with the appointment

Annual Leave

The annual leave entitlement for full-time appointments is 41 days per calendar year (pro rata for part-time appointments). For further information see our website <http://www.admin.ex.ac.uk/personnel/leave.shtml>.

For appointments at Associate Professor Level:

Probationary Period

The appointment will normally be subject to a probationary period of one year.

References & Medical Clearance

All appointments are subject to satisfactory reference and medical checks and individuals will be required to complete a medical assessment form before appointment is confirmed. Applicants should note that the University normally contacts referees for short-listed applicants without further advice to applicants. When advising of referees, if they are resident overseas, please ensure you supply fax numbers and/or email addresses enabling us to contact them (if necessary) without delay. For appointments at AP and P level, in addition to the three referees indicated, the University will take up an additional referees' reports (two) from referees identified by the University.

Right to Work in the United Kingdom

If you do not have the right to work in the UK, this appointment will be subject to the University successfully obtaining a Certificate of Sponsorship under the UK's Points Based System for migrant workers and to you obtaining Entry Clearance/Leave to Remain.

For further information, see the Home Office website at <http://www.ukba.homeoffice.gov.uk/>. In particular you are encouraged to undertake a self assessment of your eligibility to work in the UK using the link to www.ukba.homeoffice.gov.uk/pointscalculator.

Terms & Conditions

The Terms and Conditions of Employment can be viewed on line by visiting <http://www.exeter.ac.uk/staff/employment/conditions/terms/>

Pensions

Membership of the Universities' Superannuation Scheme (USS) is automatic provided that you meet the qualifying criteria for membership. Please note that this scheme will be changing from April 2016 and for more information please go to <https://forthefuture.uss.co.uk>. Staff automatically become members and employee contributions will be taken from your pay unless you opt out in accordance with the current rules of the scheme. The USS benefit structure up to 31 March 2016 is as follows: The USS is a contracted-out scheme with two sections: Final Salary and Career Revalued Benefits; which section you will be eligible for will depend on any previous membership of USS. An information leaflet concerning the qualification rules for both the sections is enclosed; more detailed information about the USS scheme structure can be found at www.uss.co.uk. **IF you have been in USS before, you are strongly requested to contact the Pay and Benefits Office as soon as you can so that possible membership of the Final Salary benefits section can be investigated.** The University, as your employer, contributes such sums as will be required to maintain the full benefits of the scheme. You may opt out of the scheme and if you wish to do so, you should contact the Pay and Benefits Manager, Mrs Alison Rose (01392 263088/email a.j.rose@exeter.ac.uk) for further information.

Relocation (Associate Professor)

You may be able to claim relocation expenses in accordance with the University's Relocation Assistance Scheme. The maximum allowance that you can reclaim under the Relocation Assistance Scheme, if eligible, is 10% of salary.

Relocation (Professor)

For Chair appointments the University will reimburse new employees against receipts up to the £8,000 maximum allowed by the Inland Revenue. In the case of candidates coming to the UK from overseas we will, additionally pay for one way economy class airfares for the employee and their immediate family and for surface shipment of personal belongings.

In view of the significant costs involved in providing relocation assistance any member of staff who resigns from their post within the first three years of commencing their appointment will be required to repay a percentage of the money that they have received according to the following scale:

- Resignation during first year: 75%
- Resignation within second year: 50%
- Resignation within third year: 25%

The sum should be repaid to the University no later than the final day of employment.

Short-listing Information

We will acknowledge your application by email. The University of Exeter recognises the time and effort taken to apply for a position and will contact you by email to inform you of results of shortlisting

Application Procedure and Interview Information

The closing date for completed applications is 31st January 2017.

Data Protection Act (1998)

The information contained within your application is being requested to enable the University to make employment decisions and meet statutory obligations. Any information provided to the University in this context will be treated confidentially and used only by manager(s), member of the University, Human Resources, Superannuation and Payroll during the course of your employment. Where the application relates to a post which is externally funded this information may be passed onto the relevant funding body.

[Nursing additional information](#)