

# <Job Description>

Assistant Professor

School of Allied Professional and Midwifery

Faculty of Health Studies



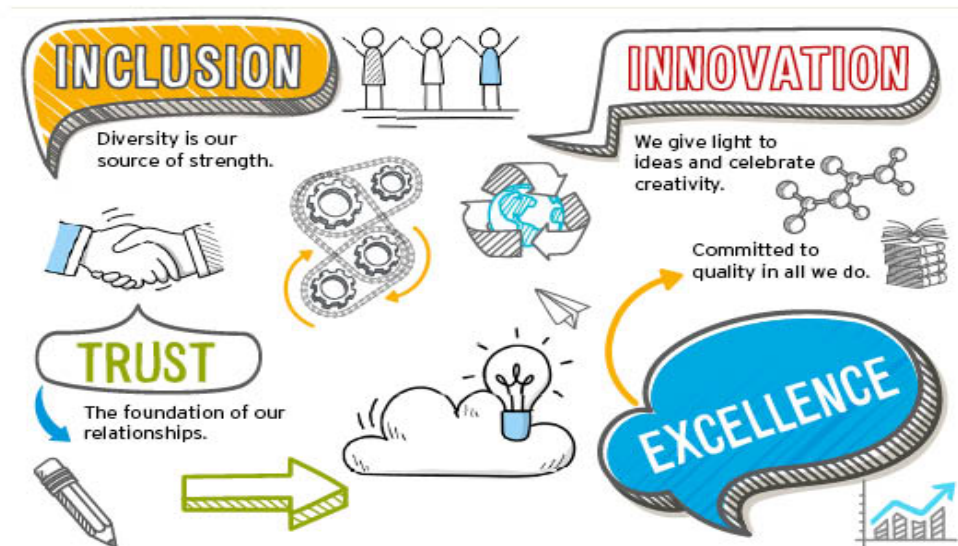
## Brief summary of the role

Role title:	Assistant Professor
Grade:	9
Faculty or Directorate:	Faculty of Health Studies
Service or Department:	School of Allied Health Professionals and Midwifery
Location:	Horton A
Reports to:	Head of Department
Responsible for:	NA
Work pattern:	Full time

# About the University of Bradford

## Values

At the University of Bradford, we are guided by our core values of Excellence, Trust, Innovation, and Inclusion. These values shape our approach and our commitment to making diversity, equity, and inclusion part of everything we do – from how we build our curriculum to how we build our workforce. It is the responsibility of every employee to uphold the university values.



## Equality, Diversity, and Inclusion (EDI)

At the University of Bradford, we are guided by our core values of Excellence, Trust, Innovation, and Inclusion. These values shape our approach and our commitment to making diversity, equity, and inclusion at the heart of everything we do.

We foster a work environment that's inclusive as well as diverse, where staff can be themselves and have the support and adjustments to be successful within their role.

We are dedicated to promoting equality and inclusivity throughout the university and have established several networks where individuals can find support and safe places fostering a sense of belonging and acceptance. We are committed to several equality charters such as Athena Swan, Race Equality Charter, Disability Confident and Stonewall University Champions Programme..

## Health, safety, and wellbeing

Health and Safety is a partnership between employee and employer each having responsibilities, as such all employees of the University have a statutory duty of care for their own personal safety and that of others who may be affected by their acts or omissions.

It is the responsibility of all employees that they fulfil a proactive role towards the management of risk in all of their actions. This entails the risk assessment of all situations, the taking of appropriate actions and reporting of all incidents, near misses and hazards.

Managers should note they have a duty of care towards any staff they manage; academic staff also have a duty of care towards students.

All colleagues will need to ensure you are familiar with any relevant Health and Safety policies and procedures, seeking advice from the Central University Health and Safety team as appropriate.

We are registered members of the University Mental Health Charter. This visibly demonstrates our commitment to achieving cultural change in student and staff mental health and wellbeing across the whole university, whilst supporting the vision of our People Strategy to create a culture and environment of transformational diversity, inclusion and social mobility, creating a place where our values come to life and are evident in our approach.

## Information governance

Employees have a responsibility for the information and records (including student, health, financial and administrative records) that are gathered or used as part of their work undertaken for the University.

An employee must consult their manager if they have any doubts about the appropriate handling of the information and records with which they work.

All employees must always adhere to data protection legislation and the University's policies and procedures in relation to information governance and information security.

Employees will be required, when and where appropriate to the role, to comply with the processing of requests under the Freedom of Information Act 2000.

## Criminal record disclosures and working with vulnerable groups

Depending on the defined nature of your work and specialist area of expertise, the University may obtain a standard or enhanced disclosure through the Disclosure and Barring Service (DBS) under the Rehabilitation of Offenders Act 1974.

All employees of the University who have contact with children, young people, vulnerable adults, service users and their families must familiarise themselves, be aware of their responsibilities and adhere to the University's policy and Safeguarding Vulnerable Groups Act 2006.

The University is committed to protect and safeguard children, young people and Vulnerable Adults.

Suitable applicants will not be refused positions because of criminal record information or other information declared, where it has no bearing on the role (for which you are applying) and no risks have been identified against the duties you would be expected to perform as part of that role.

## Role holder: essential and desirable attributes

### Qualifications

<b>Essential</b>	A Registered Paramedic with a current HCPC registration. Hold an HEA approved teaching qualification or working be working towards one
<b>Desirable</b>	Post Graduate diploma / MSc in a relevant area. Membership of Higher Education Academy

### Experience, skills, and knowledge

<b>Essential</b>	Experience of assessing, planning, implementing and evaluating educational activities at under and post graduate levels. Detailed knowledge and ability to demonstrate current expertise in relation to clinical midwifery skills Experience in delivery of research-based evidence education and experience of contribution to research/ audit based activities. Experience supporting individuals from diverse populations. Broad range of clinical or educational experience in midwifery pre-registration education.
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	<p>Experience in academic programme management.</p> <p>A sound knowledge of current issues in paramedicine and public health including the impact of government policies on service provision.</p> <p>Ability to contribute to course development and delivery.</p> <p>Knowledge of equal opportunities in work and ability to work as part of a multi-cultural and inter-professional team.</p> <p>Oral and written presentation of information including information technology literacy.</p>
<b>Desirable</b>	<p>Knowledge of current trends in higher and professional education.</p> <p>Knowledge of quality management of teaching and learning.</p> <p>Use of different forms of technologies, i.e. E-portfolio, simulation models, and medical devices.</p> <p>Experience delivering change within a programme.</p> <p>Knowledge of current trends in higher and professional education.</p> <p>Knowledge of national criteria of quality measures and in higher education</p> <p>Use of different forms of technologies i.e. E-portfolio, simulation models, medical devices.</p> <p>Ability to work out of standard university hours / international travel</p>

Personal attributes

<b>Essential</b>	<p>Committed to continuing personal/professional development.</p> <p>High level of interpersonal and team working skills.</p>
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	Ability to meet deadlines. Understanding of the university's commitment to equality and diversity.
<b>Desirable</b>	Demonstrate a willingness to contribute to excellence in research/scholarship.

## Main purpose of the role

The post holder will be expected lead on current undergraduate, post graduate and continuing education programmes and participate in the research endeavours related to the portfolio of activities of the School and wider Faculty. We welcome applications from individuals with previous programme or course leading experience.

## Main duties and responsibilities

1. To be responsible for the leadership of modules and or module team; planning, administration, teaching and assessment in line with QA standards and the University Work Load Model.
2. To actively participate in the review, development and implementation of curricula as they relate to pre and post registration programmes at undergraduate and postgraduate levels within the School of Health Studies.
3. To advise staff within the school and Faculty on the needs to facilitate clinical skills learning and application of technologies to assist planned learning events.
4. Expected to supervise the work of others, including allocating and monitoring work of a team taking responsibility for advising on personal development and mentoring colleagues.
5. To provide professional and academic support to students as a personal Academic Tutor. Supporting student assessment and to be responsible for relevant pastoral care to students.
6. To undertake a teaching and research supervision and associated quality management of education within the University of Bradford policies.
7. To undertake academic and clinical supervision responsibilities which may include international travel?
8. To actively participate in the recruitment and selection processes including students and staff as appropriate.
9. Participating in and developing internal and external networks related to student issues, generating income and building research and other relationships.
10. To conduct individual and/or collaborative research or scholarly papers, projects and assisting in developing research objectives and proposals.

11. To undertake additional duties, as identified by the Head of School and being commensurate with the grade