

Associate Professor in Optometry Grade 10

School of Pharmacy, Optometry and Medical Sciences
Faculty of Health and Social Care



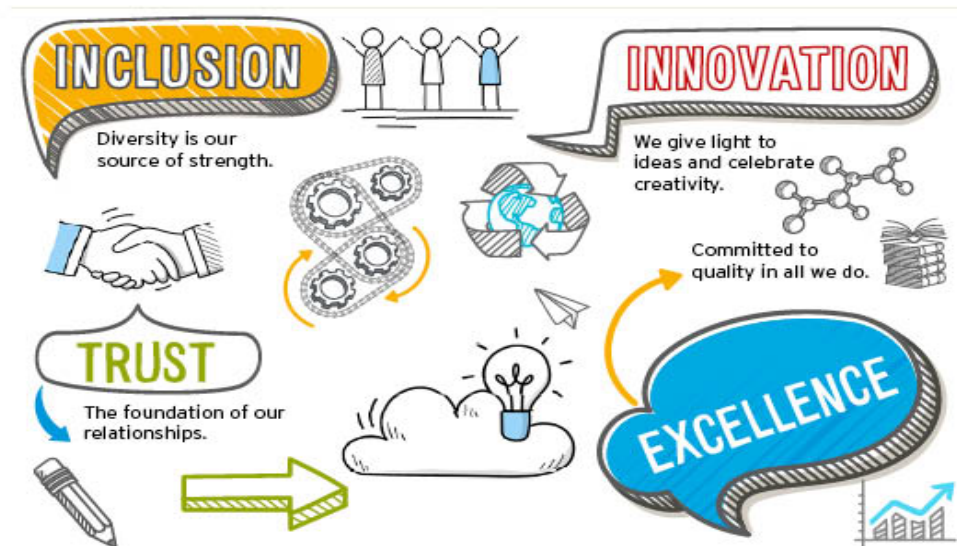
Brief summary of the role

Faculty or Directorate:	Faculty of Health and Social Care
Service or Department:	School of Pharmacy, Optometry and Medical Sciences
Location:	City Campus, Bradford
Reports to:	Head of Department of Optometry, via appropriate line management
Responsible for:	N/A
Work pattern:	Work pattern to be agreed

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)

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 Diversity 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

Essential	<ul style="list-style-type: none">• PhD in Optometry or Visual Science or in a relevant subject area or completing a PhD OR Professional Registration with the UK General Optical Council (GOC)• Advance HE Fellow (D2), OR equivalent experience and a commitment to obtaining this following appointment• A level of English equivalent to level C1 on the Common European Framework of Reference (CEFR)
Desirable	<ul style="list-style-type: none">• Professional Registration with the UK General Optical Council (GOC)• Evidence of further qualifications relevant to optometry such as Independent Prescribing, Professional Certificate, Higher Certificate or Diploma• Evidence of post-graduate qualifications in teaching relevant to optometry.• HEA Senior Fellow (D3) or equivalent experience

Experience, skills, and knowledge

<p>Essential</p>	<ul style="list-style-type: none"> • Proven record of driving achievement in an educational environment, with evidence of performance improvements at subject level • Experience of academic and administrative leadership and management. • Experience of teaching and facilitating/supporting learning with relevance for optometry in HE at undergraduate and/or postgraduate taught and/or postgraduate research level leading to successful student outcomes • Experience of working and planning strategically and influencing change • Ability to manage an administrative workload managing own time to achieve strict and often conflicting deadlines • Experience of contributing to effective programme delivery including evaluation at undergraduate and/or postgraduate levels • Evidence of programme leadership and enhancement, or leadership of large core modules • Knowledge and understanding of current educational theory and practice • Experience of managing a wide range of student pedagogical and welfare issues (including personal tutoring) • Evidence of relevant research expertise/teaching excellence in your discipline with a record of high quality, publications in peer reviewed journals and/or conference delivery • Evidence of participating as a member of a research team • Evidence of exercising leadership in teaching / research and to play an active role in matters relating to
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	<p>teaching quality assurance, subject review and accreditation</p> <ul style="list-style-type: none"> • Evidence of resolving complex education and/or research related problems, using initiative and creativity whilst ensuring compliance with appropriate regulations and policies
Desirable	<ul style="list-style-type: none"> • Experience of innovative curriculum design, development and delivery • Evidence of designing and implementing approaches to assessment that inspire and engage students, promote learning and enhance self-regulation • Evidence of incorporating contemporary technologies to enhance learning and optimise attainment for all students • Ability to lead innovative curriculum design, development and delivery at undergraduate and/or postgraduate levels • Relevant staff management experience, including staff development and performance management. Experience of successfully leading a team of staff and of mentoring more junior colleagues. • Ability to lead and manage research projects on time and to budget • Evidence of external visibility at national and international level e.g. significant role at conferences, serving on peer assessment panels, appointment as external examiner, professional associations or visitor for regulatory bodies undertaking validation across HEIs • Experience of leading, managing and motivating a diverse academic team including managing change, performance, setting challenging targets and monitoring achievement • Ability to think strategically and contribute to the discipline, School and Faculty's development and educational offering, including the contribution of business cases to progress initiatives of strategic

	<p>importance to the University</p> <ul style="list-style-type: none"> • Supervision of postgraduate Taught or Doctoral students • Experience of managing/leading postgraduate taught programmes/modules/CPD in Optometry • Experience of participating in or leading as co- or Principal investigator the application of external research/education funding • Evidence of contributing to the development of early career researchers • Experience of participating in or leading as Co or Principal Investigator the application of external research funding
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Personal attributes

<p>Essential</p>	<ul style="list-style-type: none"> • Commitment to embedding equality, diversity and inclusion in all areas of School and Faculty business • Excellent interpersonal and networking skills • Ability to lead, motivate and manage academic groups • Ability to persuade, influence and motivate a range of stakeholders • Willingness to participate in appropriate administrative processes and governance structures
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	<ul style="list-style-type: none">• Flexible and receptive to change
Desirable	<ul style="list-style-type: none">• Ability to lead, motivate and manage staff groups• Ability to persuade, influence and motivate a range of stakeholders

Main purpose of the role

- Contribute to the development of optometry programmes and/or services relevant to the clinic.
- To make a scholarly contribution to research, teaching and knowledge exchange in optometry/vision science, clinical or educational research aligning to the University strategy.
- To disseminate knowledge through teaching undergraduate and/or postgraduate students from diverse entry pathways and contribute to the teaching, assessment and supervision requirements of the School.
- To act as module leader or as part of a module team in our Master of Optometry and/or postgraduate taught clinical programmes.
- To be collegiate and support the co-creation of knowledge through fundamental and applied research/scholarship with the aim of enhancing research opportunities.
- To provide strategic and operational academic leadership for the Department of Optometry, with a particular focus on support of the undergraduate Master of Optometry teaching and/or postgraduate CPD teaching. Specific areas of teaching will be discussed with the successful candidate aligning with their areas of research interest or professional practice where possible.
- To support the pursuit of distinctiveness and competitive advantage through embedding the University Strategic objectives.
- To keep up to date with developments in subject area, developing relevant skills and keep abreast of University and sector wide policies, procedures and regulations.

Main duties and responsibilities

Leadership

1. Contribute to developing and leading the implementation and evaluation of teaching activities within the Department, with a particular focus on the undergraduate Master of Optometry programme.
2. Contribute to the implementation of a strategic plan for the Department and provide leadership that ensures the integration of EDI values in all aspects of

business in alignment with professional regulatory/accreditation standards, Faculty and University strategy.

3. Lead and inspire staff from wide-ranging professional backgrounds and priorities to work holistically and collaboratively towards the achievement of the Department, School, Faculty and University objectives including the implementation of the workload model and the effective deployment of School resources.
4. Contribute to establishing, maintaining and capitalising on effective working relationships with key stakeholders.
5. Contribute to Department, School and Faculty recruitment strategies that lead to high quality experiences for applicants and visitors at all recruitment events and lead to high conversion rates.
6. Engage with the annual integrated planning round for teaching-related equipment/resources, working with colleagues.
7. Lead the identification and establishment of new business opportunities and partnerships; fostering business relationships to the benefit of the Department, School and Faculty.
8. In collaboration with the School Leadership Team, develop a culture of embedded equality, diversity and inclusivity.
9. In collaboration with the Head of Department, School, and Associate Deans, inform and lead the development of mechanisms within the School to implement University-wide strategies and policies for enhancing learning, teaching, assessments, employability, research and knowledge exchange.
10. Represent the Department and School internally and externally, deliver on actions, and chair appropriate Department and School committees.

Learning & Teaching

1. Provide leadership for the development of distinct and innovative programmes of study, which are internationally renowned and provide outstanding student experience.
2. Lead and develop Departmental teams to work with students and their representatives to build and facilitate enhanced student engagement and a distinctive student community.

3. Develop and lead the implementation of School and Faculty plans that support the enhancement of Teaching Excellence Framework outcomes and promote an environment that values excellence in teaching.
4. Be responsible for the development, delivery and quality assurance of teaching and learning in accordance with University policy, procedures and regulations, including re-accreditation of all programmes aligned with professional bodies
5. Plan, deliver and assess innovative, engaging and challenging teaching activities which provide a distinctive and exceptional student experience.
6. Ensure teaching is research-led with subject content underpinned by relevant specialist research.
7. Lead the design and development of an inclusive, accessible and research-informed teaching curriculum and supportive learning activities.
8. Lead the enhancement of and innovation in programmes, assessment and feedback including distance /blended learning.
9. Ensure curriculum design and/or delivery incorporates relevant technology enhanced learning appropriate to the subject discipline.
10. Utilise appropriate assessment methods and approaches and provide quality, personalised and timely feedback.
11. Identify, promote and grow placement activities.
12. Work collaboratively with colleagues to ensure high levels of student satisfaction and quality outcomes.
13. Undertake the role of Personal Academic Tutor (PAT) in accordance with the University's PAT role descriptor
14. Ensure the highest professional standards are maintained by staff and students.
15. Enable School teams to respond effectively and learn from complaints, appeals and fitness to study/practice concerns.

Research, Knowledge Exchange and Community Engagement

1. Support the Head of Department to establish, promote, and sustain a research strategy for the Department, ensuring that there is an environment that openly fosters and promotes a culture of research.
2. Identify and develop new areas of business and knowledge exchange in collaboration with School, Faculty, University and external colleagues.

3. Ensure that excellent research and consultancy is embedded within the full academic offer to provide distinctiveness and competitive advantage within the academic provision.
4. Support the Head of Department to proactively work with the Directors/Leads of Research Centres and clusters to develop pathways through distinctive student and service user engagement and/or research and knowledge exchange with our stakeholder community for positive impact.
5. Support the Head of Department, Leads of research clusters, and other key academics across the Faculty, to identify and evaluate opportunities for effective international partnerships that support and enhance the Faculty's strategic outcomes.
6. Lead, engage and coordinate the development of sustainable networks with the objective to develop research and teaching opportunities that contribute to the distinctiveness of the Faculty.
7. Develop your research profile and undertake multi-disciplinary, high-profile research contributing to the Faculty's Research Centre's and Impact Case Studies to ensure a vibrant research environment.
8. Disseminate and communicate scholarship research including conference papers and refereed publications or book chapters including publication of high-quality outputs.
9. Contribute as a co-supervisor and/or supervisor for Post Graduate Research and/or Taught Masters students.
10. Generate or contribute to the generation of grant and contract income to support the University's research and impact bidding for internal and/or external research funds.
11. Engage with public policymakers, charities, commerce and industry to shape and inform the research landscape.
12. Lead and support staff running strategically important on and off site business operations as part of the School and Faculty portfolio.
13. Involvement in the development and delivery of executive education, CPD or training and development to business/community groups or other professional bodies.
14. Provide a stimulating and inclusive research environment to support the successful graduation of doctoral students.

15. Build and sustain regional, national and international networks and partnerships to support the University's research and impact.
16. Contribute to PhD provision as an Independent Chair and internal and/or external examiner.

Generic

1. Lead or make a significant contribution to Widening Participation or public engagement activities within the Faculty, wider University or local community.
2. Keep up to date with developments in subject area, developing relevant skills and keep abreast of University and sector wide policies, procedures and regulations.
3. Maintain appropriate professional accreditation(s) including updating professional practice and personal development needs relevant to the Faculty and/or University.
4. Meet PDR objectives and maintain a personal development plan utilising the Performance Development Review Scheme.
5. Undertake an appropriate leadership and/or management role within the Department, School or Faculty, as required.
6. Contribute to the working life of the Faculty and University and wider academic community including, graduation, open days, applicant experience days, clearing and the staff recruitment and selection process.
7. Contribute to the financial sustainability of the Faculty and wider University including identifying efficiencies, optimising resources and making savings.
8. Contribute to student recruitment (nationally and internationally) including conversion, clearing activities and induction.
9. Contribute to strategic and operational planning within the Faculty and wider University level and University ambitions including Athena SWAN and other external standards.
10. Provide coaching and mentoring for colleagues including those in their probationary period and transitioning to new roles.
11. Provide leadership and management for a designated team.
12. Demonstrate commitment to integrating and embedding equality, diversity and inclusion into core research and teaching practices to support the EDI Strategy.
13. As a university citizen supporting key student events throughout the year such as Open days, clearing, outreach, enrolment, and Graduation.