

## **BDS Course Lead – School of Medicine and Dentistry – Grade Clinical Senior Lecturer or Clinical Consultant if eligible**

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### Job Description

#### **Purpose**

The postholder will lead on the provision of professional leadership and management of the BDS course and will also be expected to liaise with the leads of the other professionally regulated courses in order to deliver an integrated approach to dental teaching.

#### **Duties**

1. Leadership and management of the BDS course.
2. Ensure the achievement of excellent standards, excellent student and staff experience.
3. Assist the Head of Dentistry in the achievement of strategic objectives in the school, the wider university and the external environment.
4. Provide oversight and calibration of staff involved in teaching, supervision and assessment of dental students across placement locations.
5. Effective collaboration with strategic partners in the advancement and delivery of dental training.
6. Assist with the overall academic leadership within the School, ensuring the quality of teaching and learning, and assessment.
7. Help to promote the research and knowledge transfer agenda within the School using an evidence-based approach.
8. Oversee student recruitment and retention.
9. Undertake responsibility for the line management, recruitment, retention, development and performance of designated staff.
10. Assist the Head of Dentistry in managing the resources allocated to the School to the agreed plan and within budget at all teaching sites.
11. Accountable to the Head of Dentistry in assisting in the provision of assurance regarding professional body requirements.
12. Other duties which may be assigned by the Head of Dentistry, Dean of Medicine and Dentistry or other members of the senior management team from time to time relevant to the responsibilities within the role.

### Person Specification

#### **Knowledge, Skills, and Behaviours (Essential)**

- Substantial academic operational management experience within higher education in relevant area (Application/Interview).
- Experience of the successful management of QA activities to meet the needs of regulatory bodies (Application/Interview).
- Substantial practice and leadership experience in the assessment of students (Application/Interview).

- An excellent track record of building and sustaining internal and external relationships (Application/Interview).
- Experience of resource management including experience of working with regulatory processes and governance systems (Application/Interview).
- Post graduate qualification in an appropriate discipline (Application).
- Full registration with the General Dental Council as a Dentist (Application).
- Excellent proven leadership skills and good motivational skills with a strong supportive team-building focus (Application/Interview).
- People development capability with a strong continuous professional development orientation (Application/Interview).
- Able to operate in a structured yet complex and challenging environment with good negotiation and decision-making skills (Application/Interview).
- Ability to identify new opportunities and develop creative and innovative solutions (Application/Interview).
- Strong academic track record in Dentistry (Application/Interview).
- Good understanding and knowledge of key quality and governance issues related to course development and academic leadership (Application/Interview).
- An understanding of and demonstrable commitment to the University's Values of Achieving Together, Being Proud, Creating Opportunity and Supporting All, as a framework for decisions, actions and behaviours (Application/Interview).

#### **Knowledge, Skills, and Behaviours (Desirable)**

- A track record of change management and delivery of innovative solutions (Application/Interview).
- A track record in delivery of research, knowledge transfer or consultancy (Application/Interview).
- Proven ability to assist in leading change management agenda and to embrace new ways of working (Application/Interview).
- Evidence of relevant continued development (Interview).
- Mentoring and/or coaching experience (Application/Interview).
- Project leadership skills (Application/Interview).
- Understanding of HE and the importance of a strong profile for the School in research, knowledge transfer and consultancy (Application/Interview).
- Involvement with national or international agencies supporting pedagogic development and quality (Application/Interview).