

Course Lead Clinical Dental Technology – School of Medicine & Dentistry – Grade I

Job Description

Purpose

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

Duties

1. To undertake the leadership and management of the Clinical Dental Technology and Dental Technology courses.
2. Ensure the achievement of excellence standards, for both the student and staff experience.
3. Assist the Head of Dentistry in the achievement of strategic objectives in the School, the wider University and external environment.
4. Provide oversight of staff involved in teaching, supervision and assessment of students across all placement locations.
5. Effectively collaborate 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 agendas within the School using evidence-based approach.
8. Oversee student recruitment and retention.
9. Undertake appraisals, recruitment, retention and development of designated staff.
10. Assist the Head of Dentistry in assisting in the provision of assurance regarding professional body requirements.
11. With regards to the nature of your role and its impact upon our students, make an active contribution to and support the improvement of the student experience.
12. Undertake other relevant duties and responsibilities appropriate to the grade of the post which may be assigned by the Head of Dentistry or Dean of Medicine & Dentistry.

Person Specification

Knowledge, Skills, and Behaviours (Essential)

- Substantial academic and operational management experience within higher education in a relevant subject area (Application/Interview).
- Substantial leadership experience in the assessment of students (Application/Interview).
- Experience of resource management including experience of working with regulatory processes and governance systems, including the successful management of QA activities (Application/Interview).
- Undergraduate degree (or equivalent) in a relevant subject area (Application).
- Full current registration with the General Dental Council as a Clinical Dental Technician (Application).
- Formal teaching qualification (Application).
- Excellent proven leadership skills, good motivational skills with a strong supportive team-building focus (Application/Interview).
- Able to operate in a structured yet complex and challenging environment with good negotiation and decision-making skills (Application/Interview).
- Strong academic track record in Dentistry, credible and well respected within the field (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)

- Ability to identify new opportunities and develop creative and innovative solutions (Application/Interview).
- Proven ability to assist in leading a change management agenda (Application/Interview).
- Postgraduate qualification (Application).
- 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).