

Veterinary [Clinical] Coaching & Mentoring Lead - School of Veterinary Medicine - Grade I

Job Description

Purpose

To provide leadership of the Veterinary Coaching & Mentoring Programme, focussed on providing high quality coaching & mentoring support for students and staff within the School of Veterinary Medicine.

Duties

1. Leadership of the coaching and mentoring team, ensuring oversight of the team's coaching and their additional ongoing projects, allocating and coordinating workload where appropriate.
2. Provide high quality coaching and mentoring to BVMS students and Bio veterinary Science students, both to individuals and groups.
3. Lead the 'How to Thrive' curriculum of workshops for students, ensuring that workshops align with the learning outcomes, allocating staff to deliver workshops aligned with their expertise and taking part in evaluation and monitoring of the workshops to continually improve the 'How to Thrive' theme.
4. Lead the provision of colleague coaching in the school, ensuring that new and existing colleagues are aware of the process for accessing coaching. Deliver the colleague coaching and/or have oversight of the coaching team delivering colleague coaching.
5. Continually review training requirements for the Veterinary Coaching & Mentoring Team, and co-ordinate initial and ongoing training & development dependent upon needs of individual team members; whilst developing and implementing tools, resources and "common language" to support interactions.
6. Facilitate best practice sharing and peer coaching within the Veterinary Coaching & Mentoring Team, to support knowledge transfer, team upskilling, and evolution of the Veterinary Coaching & Mentoring Program; whilst providing individual coaching to the team as appropriate.
7. Alongside the Placements Lead, lead the Coaching and Mentoring team to visit all students during their IMR placements, including conducting visits to own case load of students.
8. Lead the Student Engagement and Attendance Monitoring (SEAM) process, chairing SEAM triage meetings once a fortnight.
9. Engage with the recruitment of students onto courses, to include contribution to recruitment activities, marketing materials/presentations and selection events (Multiple Mini Interviews).
10. Lead regular group coaching sessions with colleagues; providing space and time for colleagues to come together as a group in a solution focused manner.

11. Become familiar with the curriculum content and engage with additional project work such as student teaching, outreach activity, placement quality assurance, dependent upon experience and personal areas of interest.
12. Adhere to quality assurance and enhancement systems to ensure high standards are maintained and the student experience is enhanced.
13. Undertake any duties relevant to the School's activities and commensurate with the level of the post, as directed by the Associate Dean.

Person Specification

Knowledge, Skills, and Behaviours (Essential)

- Extensive experience of coaching and mentoring (Application/Interview)
- Experience in implementing a coaching/mentoring programme in an organisational setting (Application/ Interview)
- ILM Level 5 Coaching & Mentoring Qualification, or equivalent (Application)
- A passion for coaching & mentoring (Application/ Interview/)
- Enthusiasm for education & student wellbeing (Application / Interview)
- Ability to work on own initiative as well as part of a team (Application/ Interview)
- Excellent presentation and communication skills (Application/ Interview)
- Flexible, creative, and innovative approach to problem solving and task management (Application / Interview)
- IT literate with knowledge of Microsoft Office applications (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)

- Experience of project development &/or management (Application/ Interview)
- Experience of training & development of associates (Application/ Interview)
- Experience of working in a higher education establishment (Application/ Interview)
- Clinical veterinary practice experience (Application/ Interview)
- Team leadership (Application/ Interview)
- Teaching experience (Application/ Interview)
- ILM Level 7 Coaching & Mentoring Qualification, or equivalent (Application)
- Further qualifications in Coaching & Mentoring and/or Leadership (Application)
- Holder of degree level qualification, BSc or BA equivalent (Application)
- Knowledge of current UK veterinary education (Application/ Interview)
- Knowledge of current UK veterinary practice (Application / Interview)