

**JOB DESCRIPTION**

**Programme Director – Doctorate in Clinical Psychology**

**Vacancy Ref:**

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| **Job Title:** Programme Director, Doctorate in Clinical Psychology  | **Present Grade:** Professor (P1) |
| **Directly responsible to:** Head of Division, Division of Health Research (DHR) |
| **Management responsibility for:** Staff employed on the DClinPsy Programme |
| **Main contacts** **Internal:** DClinPsy Directors and staff; DHR Directors of Education, Research and Engagement; Executive Dean and Associate Deans for Research, Education and Engagement in Faculty of Health and Medicine (FHM). Colleagues within DHR, FHM and University.**External:** NHS stakeholders (local service managers, particularly Lancashire and South Cumbria Foundation Trust); placement supervisors, service users and carers; professional bodies regulators and commissioners (e.g. British Psychological Society and Health and Care Professions Council); grant awarding bodies; and the Group of Trainers in Clinical Psychology. |
| **Major Duties:** As Programme Director the postholder will be responsible to the Head of Division of Health Research for the strategic leadership and operational management of the DClinPsy Programme. **Specific programme management responsibilities:*** Providing outstanding leadership to colleagues to support the sustained development of the DClinPsy Programme to ensure the delivery of the highest quality professional training and clinical research.
* Ensuring an appropriate organisational structure including lines of accountability, reporting and communication necessary for the effective operation of the Programme.
* Taking overall responsibility for the efficient management and administration of the Programme.
* Ensuring appropriate deployment and monitoring of Programme budgetary resources.
* Taking overall responsibility for staff recruitment, line management and overseeing the professional development and annual appraisal of all Programme staff.
* Ensuring that the programme adheres to the Equality Diversity and Inclusion policies of the University and operates in accordance with the values of the University.
* Monitoring and ensuring implementation of the contract between the University and the commissioning authority and steering negotiations for renewal of the training contract.
* Ensuring the ongoing accreditation and approval of the DClinPsy by relevant internal and external bodies (i.e. British Psychological Society, Health and Care Professions Council).
* Building and sustaining excellent relationships with key stakeholders and ensuring appropriate organisational structures are in place to maintain appropriate participation and support.
* In alignment with DHR’s educational strategy, identifying opportunities to broaden Lancaster University’s education offer relating to clinical psychology and applied psychology more generally and developing programmes to realise these opportunities.

**Research and Supervision within the Programme** * Providing leadership to academic staff on the DClinPsy programme to enable them to develop their own research trajectory, including support for promotion opportunities.
* Contributing to the supervision of DClinPsy and PhD student research.
* Providing leadership on enhancing the quality of research supervision.

**Teaching and Assessment** * Holding overall responsibility for the design and delivery of the curriculum, together with the assessment of coursework, examinations and dissertations, to ensure that all processes are rigorous and fair.
* Taking responsibility for the chairing or convening of relevant committees and boards, including the Programme Examination Board to ensure full alignment of the DClinPsy with the University’s approach to academic quality and maintenance of academic standards.
* Ensuring that the programme meets its educational aims and learning outcomes, that these are revised appropriately in line with the requirements of the accrediting body and best practice guidance and communicated to staff, students and relevant external bodies.

Alongside the direction and management of the Doctorate in Clinical Psychology the postholder will be expected to engage in the full range of academic activity appropriate to Professorial status at Lancaster University. Including:* Engaging in leading high-quality research in one of the research themes of the faculty, including leading the development, submission and delivery of externally funded research (including from research councils, NIHR, business and charitable sector) in this field.
* Taking a leading role to support those at Lancaster University working in your research area to further develop their collaborative work and engagement with employers, policy-makers, members of the public and the international research community, including in the co-production of research and its dissemination.
* Providing leadership for the development of successful academic, engagement and practice collaborations, including with the rest of University and the health and social care system regionally and nationally
* Making a significant contribution to the teaching and learning agenda of the DHR and its future direction.

Other duties, appropriate to the role as required by the Head of Division or nominated representative. |