Pro-Vice-Chancellor (Education)

As a key member of an ambitious and collegial senior leadership team steering a forward-thinking and values-driven top ten university, the Pro-Vice-Chancellor (Education) provides strategic oversight for a portfolio at the heart of Lancaster University’s mission. Lancaster’s focus on continually enhancing the educational experience of all its students has significantly influenced the creation of the University’s new strategy and this role will be pivotal to building on and further progressing Lancaster’s success. The role also presents an opportunity to provide strategic leadership to the Institute for Curriculum Enhancement (ICE). The Institute brings together a community of teaching practitioners and professional services to catalyse the enhancement of the curriculum, based on the education strategy. ICE aims to further develop the culture of scholarship of teaching and learning at Lancaster, and to promote student engagement that informs the development of a transformative curriculum and education.

Management experience at Head of Department, Associate Dean, Dean or Pro-Vice-Chancellor level or equivalent would be an advantage. Candidates should be able to demonstrate some evidence of:

- The ability to develop a broad understanding of the differing needs and modes of education across the different disciplines that make up a comprehensive University.
- Knowledge of new modes of delivery and the role of transnational education and an understanding of the challenges currently facing undergraduate and postgraduate education.
- The ability to develop networks regionally, nationally and internationally is essential.

The Pro-Vice-Chancellor (Education) is expected to be able to leverage these networks for the benefit of Lancaster University. It would be an advantage if candidates are able to demonstrate a strong record of educational delivery and have a detailed understanding of the importance of research in a research-led teaching environment.

Post: This post will be offered as a full-time role, however a proportion of time (around 20%) could be ringfenced to allow the post holder to continue to be involved in academic delivery (whether this be research, teaching or engagement).

Start date and term: The post would ideally commence 1st August 2021 for 4 years in the first instance with the possibility for renewal for a further term and would overlay a substantive appointment in an appropriate academic department.

Salary and pension: The salary for this post is on the Senior Salary Scale at Lancaster, offering a highly competitive reward package and is part of a well-developed framework that allows reward progression, access to the USS pension scheme and an award winning benefits package.

The University provides an environment that strongly supports the individual needs of each employee, promoting a healthy work-life balance. We have a range of support networks available for our employees, and more information on these can be found at www.lancaster.ac.uk/working-at-lancaster. We are committed to family-friendly and flexible working policies on an individual basis, as well as the Athena SWAN Charter, which recognises and celebrates good employment practice undertaken to address gender equality in higher education.
Executive Summary

Lancaster’s strengths in research and teaching combine with our vibrant, diverse community, beautiful campus and international collaborations to position Lancaster as a truly distinctive collegiate University.

Competition for undergraduate places is the highest it has ever been and Lancaster graduates are performing well in an increasingly competitive job market. Students from more than 100 countries make up a thriving community based around nine colleges and they continue to be at the heart of everything we do - offering close-knit support and a proud identity. Some of our greatest strengths include overall student satisfaction and employability reflected in the responses to the National Student Satisfaction survey. In 2020, 87 per cent of Lancaster students said they were satisfied with the quality of their courses compared with a national average of 83 per cent. That put Lancaster into the top 20 of UK universities excluding colleges and specialist institutions.

The University places great emphasis on an excellent student experience and students work with academics who are experts in their field. We provide an environment that is conducive to learning for a culturally and ethnically diverse student population, on a friendly campus. Lancaster’s community extends far beyond the campus with research, teaching and student exchange partnerships with leading universities and institutions in 24 countries around the world from China to Brazil, including our current overseas teaching partnerships and campuses in China, Ghana, Leipzig and Malaysia. Lancaster University has an international outlook, but also a strong commitment to engage with the regional agenda and works closely with its partners across the North West.

The last five years have seen the creation of our UA92 partnership, further investment in sports facilities, including an extended £6m fitness facility, Lancaster’s Health Innovation Campus and the Library.

We see ourselves as the outstanding ‘non-Russell group’ research-led higher education institution in England and following the University’s golden anniversary, we continue to celebrate the inspiring work of our academic community and extend the opportunities that higher education brings to students from all backgrounds. We are looking for our new Pro-Vice-Chancellor (Education) to enhance the educational experience for all our students, within a sector and world leading organisation, supporting our graduates to be the force of change within our global society.

Professor Andy Schofield
Vice-Chancellor
Lancaster University is an international leader in the provision of inspiring teaching and research. This reputation is reflected by its top ten position in all three major UK rankings (Times/Sunday Times, Guardian, and the Complete University Guide). The University was named University of the Year 2018, International University of the Year 2020 by the Times and Sunday Times Good University Guide and 136th in the Times Higher Education World University Rankings 2021.

Lancaster University has been awarded the highest possible ranking in the UK government’s Teaching Excellence Framework (TEF) ratings, which aim to recognise and reward excellence in teaching and learning in UK institutions. The TEF Gold rating is based on high-quality teaching, excellent teaching facilities and the career opportunities provided to graduates.

The University’s research has also been rated as world-leading in the 2014 Research Excellence Framework (REF), which assesses the quality and impact of research submitted by UK universities across all subjects. Lancaster was ranked 13th for percentage of world-leading research out of the 128 institutions listed, and 18th in the UK overall. Lancaster University is also proud to be a member of the N8 Group, a research partnership of the eight most research-intensive universities in the North of England.

A major strength of Lancaster University is its thriving ecosystem of interdisciplinary research. This collaborative approach is fostered by its mixture of formal and informal structures - including Institutes and University Research Centres - bringing together experts from different disciplines to address regional, national and global challenges.

The University comprises 16,595 students and around 3,500 staff. Lancaster is one of only a handful of universities with a collegiate system which has helped to forge a strong sense of identity and loyalty, and continues to be a distinctive feature of student life.

The University has invested over £220m since 2013 in the campus to create new academic facilities and improved teaching spaces. It is one of our greatest assets and manages to provide the best of both worlds for our students and staff, having a busy urban vibe, while surrounded by great parkland and sports facilities.
Our Strategy for 2025

At the time of writing, the University’s strategy for the period to 2020 - 2025 is in the final stages of drafting. The current draft which is available to staff indicates that our Vision is to be a university that is globally significant – a sector leader and innovator that delivers the highest quality research and teaching, and that engages locally, nationally, and internationally on the issues and debates of the day and future. Driven by transformative research and stimulating learning, the globally significant university engages, informs and changes practice and thinking worldwide. This Vision is underpinned by our Purpose which is to advance knowledge, wisdom and understanding through the excellence of our teaching and research and by engaging with others to use our collective intellectual and wider capabilities as a force for good and to deliver positive economic, cultural, societal and environmental change.

We have three overarching goals which are to:
• Strengthen our transformative impact in the communities in which we operate and as a consequence of this
• Drive forward our reputation as a global university
• Advance our strong national profile

In pursuit of these goals we have identified three strategic priorities:
• Research that transforms practice and thinking
• Teaching and learning that transforms people’s lives and society
• Engage actively with our communities to transform wider society

Further details on our Strategic Plan can be found at: www.lancaster.ac.uk/about-us/strategic-plan/
Lancaster’s success depends on talented, creative and committed people who work hard to make this University so special and distinctive. Our vision for the future is to be a sustainable and an academically excellent institution recognised as one of the leading universities in the world.

You will be joining a university which is amongst the best on any objective measure, but also modern, forward thinking and quick and nimble in adopting the latest developments in teaching and research. We have a range of support networks available for our employees and more information on these can be found at www.lancaster.ac.uk/working-at-lancaster.

Lancaster University is committed to attracting, developing and retaining the best staff, celebrating equality and diversity, and recognising how all staff contribute to and enhance the overall success of the University.

Our People Strategy clearly articulates that the core strength of the university is our people.

Further details on our People Strategy can be found at: www.lancaster.ac.uk/hr/people-strategy
The City of Lancaster has a long and diverse history, having gained its first charter in 1193. In the heart of the city centre lies a 12th-century castle – one of the best preserved in Great Britain – which dominates the hill above the River Lune.

Lancaster is small enough to explore on foot, but big enough to keep you entertained all day. It was recently ranked as one of the top ten most vibrant cities in the UK (the Experian Vibrancy Report 2013), thanks to its established arts scene and student population. It offers excellent shopping, cinemas, theatres, and restaurants, with many well preserved older buildings. The area is also well served with state, private, faith and Steiner schools.

Lancaster’s live music venues are home to regular guitar, electronic, folk, classical and jazz gigs. Fans of independent film and theatre have the choice of the city centre Dukes Theatre and Cinema, Grand Theatre, Vue multiplex cinema, in addition to the University’s own Nuffield Theatre and LU Cinema. Venues also regularly play host to major comedy and theatrical tours too. With a number of galleries and museums located in the city, there is plenty for lovers of the arts to get their teeth into. The latest listings can be found through the Lancaster Arts City app.

Lancaster itself is situated in a delightful part of North West England. The rural landscape is superb, with the Lakeland fells in full view across the expanse of Morecambe Bay. The River Lune runs along the edge of the Forest of Bowland, an area of outstanding natural beauty, past many villages, into Lancaster and to the sea. There are two National Parks, the Lake District and the Yorkshire Dales, which are within a 30-minute drive. Lancaster is just over two hours by fast train to London and it is less than one hour to Manchester airport, which offers direct flights to most European capitals, the Middle East, North America and the Far East.

Lancaster, and the local surrounding area, offers a unique combination of city, coast and countryside. There is an excellent choice of housing within easy commuting distance from Lancaster. With areas such as the Lake District, Preston and Morecambe offering a range of housing options, from rural to city living. Housing is varied (from old townhouses to barn conversions and new builds) and is competitively priced, especially against similar properties in South East England. The University offers allowances for staff who have to move to join us.

For further information about working and living in Lancaster please visit: www.lancaster.ac.uk/working-at-lancaster
The Role

Purpose
The role of Pro-Vice-Chancellor (Education) provides strategic leadership for the University in the critical area spanning the educational experience of our students. As a member of the University Executive Board, Senate and other key committees, you will play a central role in the strategic leadership of the University, the implementation of the new University Strategy and in upholding and displaying the institution’s values.

Key responsibilities and challenges
- To take ownership of developing the high level strategy for education and aligning it with the overarching University Strategy, with particular reference to:
  - Embedding strategies to ensure that the teaching modes and curriculum enable Lancaster’s educational experience to be transformational.
  - Ensuring that our education at all levels is research stimulated.
  - Support, enable and encourage the reimagining of the use of campus space in students’ learning experience and for innovative, flexible teaching.
  - Being seen as sector leading in internationalising the student experience.
  - Ensure Equality, Diversity and Inclusion are embedded into all aspects of educational systems, policies and practices at Lancaster. Similarly, developing Lancaster education characterised by commitment to sustainable education goals (e.g. climate change declaration).
  - Become institutional authority on implications of sector level quality processes and benchmarks such as national surveys, reviews, quality exercises, interactions with relevant sector bodies (eg NSS, TEF, QoS, etc). Provide leadership and responsibility for ensuring continuous enhancement of student experience and outcomes.
  - Oversee the work and remit of the Institute for Curriculum Enhancement (ICE), acting as Champion of ICE as the vehicle for delivery of the education strategy, in particular, curriculum reform led by Director of ICE.
  - To lead Lancaster in developing and delivering an enhanced blended and digital education offering that provides student choice and flexibility, whilst promoting efficient and effective programme/curriculum design.
  - To lead in the development and improving use of digital technology, combined with the use of data to enhance the student experience and learning.
  - Facilitate and deliver transformational change in education culture and practice - for example, through leadership and delivery of major strategic initiatives such as curriculum reform and transformation.
  - Develop further the broader concept of the education experience and the engagement of the students with the University, building on the Lancaster Award.
  - Develop a clear framework for the management of educational performance of Lancaster to ensure our performance in this area is as expected for a world class university.
  - Implement effective strategies for developing curricular opportunities for enterprise, skills, entrepreneurship and employability.
  - Take a considerate and holistic view of education at Lancaster from undergraduate through to postgraduate research.
  - Lead on policy formulation concerning admissions, teaching, learning and assessment.
  - Lead applications in consultation with Faculty colleagues concerning new funding streams for education.
  - Ensure, in association with the Pro-Vice-Chancellor (Global), the needs of our overseas teaching partnerships are properly and sensitively considered and integrated, as well as maximising the opportunities they provide in internationalising Lancaster’s curriculum.
  - Work to develop and consolidate the relationships with others in the sector e.g. Wesley Group, to ensure Lancaster’s future educational offerings are informed by new market forces new market forces as curricula changes in response to pandemic learning.

Specific duties (in addition to defined ex-officio membership e.g. Senate)
- Membership of the University Executive Board (UEB) and Universities Planning and Resources Group (UPRG).
- University Leadership Group and leadership of relevant sub-groups.
- Education Committee (Chair), Student Experience Committee, Classification and Assessment Review Board.
- Take lead on drafting consultations by external bodies concerning education.
- Various promotions and professorial pay committees.
- Appropriate approvals as delegated by Senate or the Vice-Chancellor.

Key relationships
- Vice-Chancellor for line management of the role.
- The University Executive Board and its members.
- Council and Senate.
- Deputy Chief Executive (Operations) and senior members of People and Organisational Effectiveness, Student Education Services, Careers, etc.
- Deputy Vice-Chancellor concerning admissions targets and entry requirements at all levels.
- Deans and Heads of Department relating to curriculum and student experience.
- Line manages the Dean for Academic Quality.
- Associate Deans for undergraduate and postgraduate studies for the development of Faculty responses and implementation of education strategy.
- Pro-Vice-Chancellor (Global) for ensuring that the most is made of our overseas teaching partnerships.
- Pro-Vice-Chancellor (Research) for delivery of postgraduate research.
- Pro-Vice-Chancellor’s/Deputy-Vice-Chancellor’s Education (including teaching and learning) of other universities.
- Senior officials within key funders and regulators, e.g. HEFCE, QAA.
- UA92 Board and UA92 colleagues.
- Further Education Colleges (particularly those where Lancaster University has strategic validation arrangements in place).
- Local Economic Partnership.
- International partners (particularly those involved in the delivery of educations within our international campuses).
- Wesley Group PVC network.
- UUK.
### Person Specification

<table>
<thead>
<tr>
<th>Criteria</th>
<th>Essential/Desirable</th>
<th>How it will be assessed</th>
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<tbody>
<tr>
<td>A PhD or equivalent.</td>
<td>Essential CV/Cover letter</td>
<td></td>
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<tr>
<td>Be of professorial standing or equivalent.</td>
<td>Desirable CV/Cover letter</td>
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<tr>
<td>A personal record of academic distinction and achievement as evidenced by peer recognition in the international community, sufficient to gain the confidence of academic colleagues.</td>
<td>Essential CV/Cover letter/Interview</td>
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<tr>
<td>A clear commitment to leading edge educational developments in the Higher Education Sector and a track record of delivery.</td>
<td>Essential CV/Cover letter/Interview</td>
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<tr>
<td>A proven track record of delivery in a senior academic management post as evidenced by the successful completion of complex and challenging projects to further a strategic agenda.</td>
<td>Essential CV/Cover letter/Interview</td>
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<tr>
<td>Excellent leadership, interpersonal and team working skills with demonstrable ability in managing the competing demands of a diverse range of disciplines, underpinned and informed by core values and behaviours.</td>
<td>Essential CV/Cover letter/Interview</td>
<td></td>
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<tr>
<td>The ability to lead the development of the strategic vision for education in line with Lancaster’s Strategic Plan.</td>
<td>Essential Interview</td>
<td></td>
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<td>Drive, resilience and creativity and the ability to problem solve and navigate obstacles.</td>
<td>Essential Interview</td>
<td></td>
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<tr>
<td>Excellent communication skills with a demonstrable ability to create and manage a significant body of external stakeholders and create effective networks relating to education.</td>
<td>Essential Interview</td>
<td></td>
</tr>
<tr>
<td>Strategic acumen demonstrating a full understanding of the UK and international HE environment and trends/developments facing HE especially relating to education.</td>
<td>Desirable CV/Cover letter/Interview</td>
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<tr>
<td>Ability to represent the University at a range of events and deputise for the Vice-Chancellor as required.</td>
<td>Desirable Interview</td>
<td></td>
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<tr>
<td>An internationally excellent research record of achievement.</td>
<td>Desirable CV/Interview</td>
<td></td>
</tr>
<tr>
<td>Evidence of pursuing own continuing professional development and commitment to a culture of continuous improvement.</td>
<td>Desirable CV/Cover letter</td>
<td></td>
</tr>
</tbody>
</table>

- CV - assessed against the curriculum vitae. Normally used to evaluate factual evidence e.g. award of a qualification. Will be "scored" as part of the shortlisting process.
- Cover letter – assessed against the letter of support. Normally used to evaluate factual evidence e.g. award of a qualification. Will be "scored" as part of the shortlisting process.
- Interview – assessed during the interview process
Employee Benefits and Reward Package

Remuneration
The salary for this post is on the Senior Salary Scale at Lancaster, offering a highly competitive reward package and is part of a well-developed framework that allows reward progression.

Pension
For this role the University offers the opportunity to join the Universities Superannuation Scheme (USS).

Relocation
For those relocating nationally or internationally a generous relocation package is available.

Flexible Working
We are committed to family-friendly and flexible working policies on an individual basis.

Flexible Benefits
All staff are eligible to participate in the University’s sector-leading flexible benefits scheme. The scheme provides staff with the opportunity to purchase benefits at discounted rates and also to take advantage of tax and national insurance savings on some of the benefits chosen.

The current benefits include:
- Pre-School Centre
- Cycle to work scheme
- Season ticket loan
- Low emission cars
- Charitable giving
- Shopping discounts
- Dental insurance
- Health cash plan
- Sports Centre membership
- Lancaster and external courses
- Professional bodies’ membership fees
- Car parking
- Subsidised annual bus pass
- Discounted staff dining card
- Theatre membership
- Home technology
- Additional annual leave

Detailed information on benefits are available at www.lancaster.ac.uk/employment-benefits
We want to provide full information to you at an early stage to enable you to make an informed decision as to whether you are committed to pursuing this position and to outline the University’s expectations of all candidates taking part in our recruitment process.

Once you have reviewed the information below, and in fairness to everyone concerned, we would ask that you give serious consideration to proceeding further with this process if you think you may not accept the position should it be offered to you.

The role will be located in Lancaster and there is a requirement that successful candidates will reside within commuting distance of the Lancaster University Bailrigg campus. If this might involve a re-location for you, it is of course important that candidates consider how the move might affect anyone who may accompany you (for example, early consideration may need to be given to local schooling, housing and other employment opportunities where other family members are involved as early as possible). We will support you as much as possible with this and are happy to discuss any concerns you may have. We would ask you to agree to undertaking a positive, open, and transparent dialogue with us throughout the recruitment process, raising questions and any concerns as early as possible.

Lancaster engages in a variety of domestic and international benchmarking exercises to ensure we are extremely competitive in the levels of reward and recognition we provide, therefore we are confident that any offer made will be strong and competitive.

If you are happy to continue in your application for the position in light of the above expectations, we would very much look forward to hearing from you.

Process and Timeframe

Candidates should apply for this role through our retained advisors Networked at https://www.networkedpeople.com/lancaster-university-pro-vice- chancellor/

Applications should consist of a full CV and letter of application, which should indicate how you fit the person specification and what you see as the key challenges for the portfolio in the immediate future following appointment. Your letter of application should not exceed 4 pages using a minimum of 11pt.

Closing date for receipt of applications by midnight on Monday 29th March 2021.

The Pro-Vice-Chancellor (Education) will be appointed by a formal selection committee who will hold a candidate review meeting shortly after the closing date, with notifications being sent to preliminarily shortlisted candidates wfc 5th April 2021.

First round informal, preliminary interviews will be held on the wfc 17th May 2021.

The process will conclude with shortlisted candidates meeting the selection committee for the formal, final interview process, chaired by the Vice-Chancellor on Tuesday 25th May 2021.

An appointment will be made subject to satisfactory references, in line with the usual terms and conditions of employment at the University.

Informal questions regarding the post should be directed to Hamish Laing at Networked via hamish.laing@networkedpeople.com or +44 (0)7861 329463.

Recruitment Statement

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