

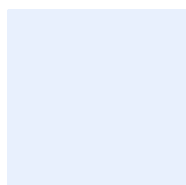
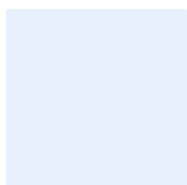
## Appointment details

### Director of the Centre for Learning Innovation and Professional Practice (CLIPP)



**Closing date**  
17 August 2016

Ref: R160275



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## ▶ About Aston University

Founded in 1895 and a University since 1966, Aston is a long established research-led University known for its world-class teaching quality and strong links to industry, government and commerce. Professor Dame Julia King became Vice-Chancellor of the University in 2006.

### **Outstanding graduate employability**

Aston has been a leading university for graduate employment success for over 25 years. Over 75% of Aston graduates go on to a graduate level job within six months. The majority of Aston students choose to take an integrated placement year or year abroad, making them very attractive to employers. We have strong relationships with national and international graduate employers, as well as smaller and local employers. These relationships are extremely important and make a real contribution to graduate employability.

Aston University is 14th in the UK for 'Top universities by graduate earnings', ahead of UCL, Bristol, Warwick and Loughborough. (The Telegraph, 2015).

### **Career focussed programmes**

Aston's close and established links with business, the public sector and the professions ensure that our career focussed degree programmes are inspiring, challenging and constantly updated to equip students with essential work-related skills and experiences.

### **Excellence in teaching and research**

We are committed to high quality teaching and academic excellence, ensuring we provide the highest standard of education to our students. Aston has an excellent reputation for research which shapes and improves lives. We're proud of the quality of our research and the real world applications developed as

a result – it makes a substantial and beneficial difference to people, organisations and society.

Aston's four academic Schools offer a range of undergraduate and postgraduate degree programmes, and also work with the public and private sectors to develop tailored Foundation Degree programmes.

### **International**

Aston University is a popular choice for international students. We recognise and welcome the important academic contribution and cultural diversity international students bring to our university environment. Students from over 120 countries study at Aston University each year

Aston University is rated as one of the '100 most international universities in the world 2015.' (The Times Higher, 2015).

### **Birmingham – one of Europe's liveliest cities**

Birmingham is internationally recognised as a leader in leisure, entertainment, shopping and sport. It is an international centre for business, commerce and industry, housing numerous UK and overseas banks and law firms. Birmingham attracts 25 million visitors each year and contributes billions to the national economy through manufacturing and engineering.

The University campus is located in the city centre making it very accessible to an extensive network of motorways and railways.

### **A green, sustainable campus**

Located in the heart of a vibrant city, our 40 acre campus houses all the University's academic, social and accommodation facilities for our 9,500 students. All staff have the opportunity to contribute to our sustainability agenda and practices.



## Welcome from Professor Helen Higson

### *Dear applicant*

I am delighted that you are considering applying for this position at what is a particularly exciting time for Aston University, and an incredibly challenging time for the Higher Education (HE) sector. The HE sector is currently experiencing an unprecedented scale and pace of change, combined with a high degree of ambiguity and uncertainty.

The Centre for Learning Innovation and Professional Practice (CLIPP) plays a central role in supporting staff to provide the highest possible learning experience. Our research-informed curricula, with strong links to business, industry and the professions, have always been designed to maximise the employability of our graduates and ensure that students thrive whatever their background. CLIPP works in collaboration with our academic Schools and Human Resources and has ensured over recent years that there has been considerable culture change and increased professionalism in learning and teaching. A number of exciting new curriculum innovations have been led by CLIPP and we are looking forward to appointing someone who will continue this tradition.

Aston is well positioned for the future. Our vision 'Employable Graduates; Exploitable Research' not only inspires and motivates students, but speaks to business and governments, who will increasingly look to Aston for ideas and partnership.

I look forward to receiving your application, and learning more about how you feel you can contribute to Aston's continuing success.

*H. E. Higson*

**Professor Helen Higson**  
Provost and Deputy Vice-Chancellor

## ▶ Centre for Learning Innovation and Professional Practice (CLIPP)

The Centre for Learning Innovation and Professional Practice (CLIPP) was established at Aston University in 2008 to provide leadership in: teaching and learning innovation; technology enhanced learning; the development of flexible and work-based curriculum delivery; and to encourage pedagogical research. CLIPP builds on existing good practice and seeks to align staff engaged in similar activities in partnership for the benefit of the staff and students of the University, whilst raising the internal and external profile of learning and teaching.

Aston's Learning and Teaching Strategy Objectives are:

- ▶ Access: ensuring high potential students from all backgrounds can gain the benefits of university education and the social mobility that comes from professional careers.
- ▶ Success: for all our students and alumni regardless of the background
- ▶ Global Citizenship: a differentiator for employers in a competitive graduate marketplace, through language skills, intercultural training and international placements
- ▶ Employability and Entrepreneurship
- ▶ Quality Learning: developing independent critical thinkers who are investing in themselves and society
- ▶ A Great Student Experience: inspirational and supportive, delivering high student satisfaction and excellent performance
- ▶ Sustainability and Social Responsibility

In relation to Quality Learning, our Learning and Teaching Strategy sets out our overall aspiration to empower our students to become independent critical thinkers with a passion for learning and to enable our staff to develop their learning and teaching expertise to enhance the student learning experience.

The strategy also states that our staff will develop inspiring, research-informed and professionally-focussed programmes that incorporate quality teaching, research-inspired teaching excellence, inspiring learning which promotes critical thinking, enquiry and lifelong learning, as well as integrated work experience in the UK and overseas. We encourage all students to reflect on their learning and

become reflexive in order to integrate their work experience and their academic knowledge. As part of this we encourage students to reflect on the feedback they are given, and make recommendations as to how their experience might be improved. Our aim is to continue to listen carefully to the student voice and work collaboratively with the Students' Union and our diverse student body continuously to improve the quality of their experience. Our successful peer and professional mentoring schemes will be expanded so they are available to everyone.

The postgraduate experience at Aston will continue to be offered in a number of different ways – on campus, off campus, through blended learning, in company or through distance learning options. Professionally relevant cross-disciplinary Masters programmes enhance career progression and enable professionals to widen their skills. At undergraduate level the use of project based and work based learning methods will be encouraged.

Relevant professional development, continuing professional development, including our Postgraduate Certificate in Learning and Teaching in Higher Education for our academics, and the Aston Certification for the academics of tomorrow, will continue to be available to all staff to enable them to use a wide variety of approaches to deliver and access learning as well as providing timely feedback.

For more information, visit our website <http://www.aston.ac.uk/clipp/>



## ▶ Job description

This is an academic post with the main focus:

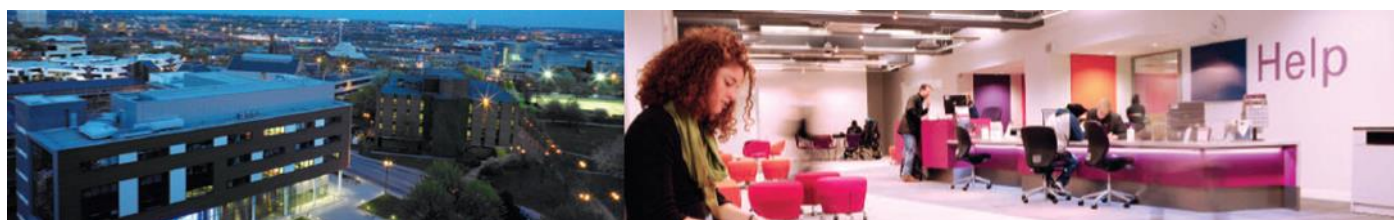
- ▶ to innovate continuously
- ▶ to develop professional practice across the institution
- ▶ to ensure a strong focus on learning and teaching and enhanced expertise amongst Schools and Departments
- ▶ to ensure the University meets the aspirations of its Aston 2020 strategy.

## Responsibilities

- ▶ Provide strategic leadership and management of the Centre for Learning Innovation and Professional Practice (CLIPP)
- ▶ Provide expert support and guidance in relation to staff and curriculum development to support Aston's Learning and Teaching Strategy and ensure that achieving a positive student experience is at the heart of everything we do
- ▶ Working closely with the Provost and Deputy Vice-Chancellor, provide strong leadership on standards and governance of learning and teaching, including the use of learning technologies, across the University
- ▶ Working closely with the Human Resources Department to encourage and enhance proactively the continuous professional development opportunities for academic/learning support staff from induction throughout their career at Aston
- ▶ Working closely with the Executive Deans and others within the Schools to ensure advocacy and co-operative working between CLIPP and the Schools
- ▶ Lead Aston's Higher Education Academy accredited CPD route for Fellowship and run the National Teaching Fellowship scheme at Aston, supporting staff to gain accreditation
- ▶ Provide leadership and support innovation for blended and distance learning delivery and assessment
- ▶ Member of the University Learning & Teaching Committee and provide expert support and guidance to the individual School L&T Committees
- ▶ Provide leadership of the Quality Unit to promote quality assurance and enhancement of quality of learning throughout the University
- ▶ Through the Learning Development Centre, enhance and develop the learning skills of students to help them to achieve their full academic potential
- ▶ Deliver educational development workshops and contribute to the Centre's accredited courses, namely the PG Certificate in Learning and Teaching in Higher Education and the Introduction to Learning and Teaching Practice and the MEd
- ▶ Manage the allocation of CLIPP resources to support strategic projects across the University aligned to meeting the core deliverables of the Aston 2020 strategy in relation to learning and teaching and development of external partnerships
- ▶ Undertake pedagogic research to inform and shape the innovation in Aston's learning agenda
- ▶ Establish and maintain strong links with related professional bodies (including HEA, HEDG, JISC, SEDA, SRHE) and other centres of excellence in education development to ensure Aston remains at the forefront of learning

## ► Person specification

	Essential	Method of assessment
<b>Education and qualifications</b>	<ul style="list-style-type: none"> <li>▶ Qualifications within the disciplines represented at Aston and in education or a related field</li> <li>▶ PhD</li> <li>▶ Post graduate Certificate in Learning and Teaching Higher Education or equivalent</li> <li>▶ Professionally recognised as a Fellow/ Senior Fellow of the Higher Education Academy</li> </ul>	Application form
<b>Experience</b>	<ul style="list-style-type: none"> <li>▶ Experience within the disciplines represented at Aston and in education or a related field</li> <li>▶ Significant experience of educational development at a leadership level</li> <li>▶ Demonstrable experience in developing a culture of quality and innovation in learning and teaching and continuous professional engagement in learning and teaching reflection</li> <li>▶ Considerable experience of working in higher and/or further education</li> <li>▶ Substantial experience leading, motivating and developing a team of highly qualified professionals</li> <li>▶ Experience of curriculum design and development</li> <li>▶ Track record in pedagogic research and dissemination</li> </ul>	Application form, interview and presentation
<b>Aptitude and skills</b>	<ul style="list-style-type: none"> <li>▶ Well-developed interpersonal and communication skills</li> <li>▶ Strong presentation and facilitation skills</li> <li>▶ Commitment to Equality and Diversity</li> <li>▶ Track record of working collaboratively to inspire staff to innovate</li> </ul>	Application form, interview and presentation



## ► Salary & benefits

This post is offered on a permanent basis. The appointment is Grade 10 and the salary range for this grade is £47,801 - £55,389 per annum and exceptionally to £72,226 per annum.

<b>Holiday entitlement</b>	30 days per annum, in addition to 13 days public and university holidays.
<b>Pension</b>	Eligible staff are offered membership of the University Superannuation Scheme which is currently a defined benefit pension scheme but becomes a hybrid scheme from 1 October 2016
<b>Contribution pay</b>	The University's Performance Development and Reward Scheme provides for salary enhancement for staff who are considered to be performing at an exceptional level on a consistent basis.
<b>Relocation</b>	Aston University aims to recruit the most talented individuals. This policy is intended to support this aim by providing assistance to new employees who have to relocate to take up a position. This policy applies to staff appointed to a position from 1 January 2014 at grade 7 (salary point 25) or above on an open-ended contract or to a fixed term position of two years or more, and who have to relocate their place of residence in order to take up the appointment. Positions which are externally funded fall outside of this policy. Individuals may be eligible to claim costs in line with the relevant funding arrangements.

Visit our website: [aston.ac.uk/hr](http://aston.ac.uk/hr) for full details of our [salary scales](#) and the [benefits](#) Aston University staff enjoy.

## ► How to apply and the selection process

Please visit our website [aston.ac.uk/jobs](http://aston.ac.uk/jobs) to apply online. If you do not have internet access, call 0121 204 4500 and leave your name and address quoting the job title and reference number.

**Closing date for applications** 17 August 2016

**Interview date** To be confirmed

Please contact Professor Helen Higson, Provost and Deputy Vice-Chancellor, for an informal discussion about the role. Tel: +44(0) 121 204 3191 Email: [helen.higson@aston.ac.uk](mailto:helen.higson@aston.ac.uk)

If you would like information on the progress of your application, advice on any aspect of the appointment process, or a conversation about our terms and conditions of service, please contact:

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## ► Outline terms and conditions of the appointment

<b>Qualifications</b>	Successful candidates will be required to produce evidence of their qualifications upon joining the University
<b>Medical clearance</b>	It is a condition of appointment that newly-appointed staff receive medical clearance from the University's Health Centre.
<b>Eligibility to work in the UK</b>	<p>Candidates who are not citizens of the United Kingdom, or of another EEA member country, should ensure that they meet the requirements of one of the 5 tiers of the immigration points based system.</p> <p>Candidates should check their eligibility to enter or remain in the UK in advance of making any job application using the <a href="#">points-based calculator</a> on the UK Visas and Immigration website. If you do not meet the minimum points requirement, you will not be able to work in the UK and any application for employment would be unsuccessful.</p>
<b>Document checks</b>	As a result of the implementation of sections 15 to 26 of the Immigration, Asylum and Nationality 2006 Act on 29 February 2008, the University requires all prospective and, in some cases, current employees, to provide documentation to verify their eligibility to work in the UK. Further information about these requirements can be found on the <a href="#">UK Visas and Immigration website</a> .
<b>Equal opportunities</b>	<p>Aston University promotes equality and diversity in all aspects of its work. We aim to ensure, through our admissions policies for students, and our staff recruitment and selection processes, that we encourage applications from all groups represented in the wider community at a local, national and international level.</p> <p>The University will endeavour not to discriminate unfairly or illegally, directly or indirectly, against students or potential students, staff or potential staff. This commitment applies to all functions of the University and to any stage of an individual's career at Aston.</p> <p>An Equal Opportunities Monitoring Form is included with the application form.</p>
<b>Data Protection Act 1998</b>	<p>Your application will only be used to inform the selection process, unless you are successful, in which case it will form the basis of your personal record with the University which will be stored in manual and/or electronic files. Information in statistical form on present and former employees is given to appropriate outside bodies.</p> <p>Data you provide on the Equal Opportunities Monitoring Form will be included in a general database, for statistical monitoring purposes, enabling the University to monitor the effectiveness of its Policy, Code of Practice and Guidelines on Equal Opportunities in Employment. Individuals will not be identified by name.</p>
<b>Disclosure and Barring Service (DBS)</b>	Under the Rehabilitation of Offenders Act 1974, a person with a criminal record is not required to disclose any spent convictions unless the position they are applying for is listed as an exception under the act.

Full details of our terms and conditions of service and associated policies and procedures are available online at [www.aston.ac.uk/hr](http://www.aston.ac.uk/hr).



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**Employable Graduates**  
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