An Outstanding Senior Leadership role

The University of South Wales is Wales’ largest University with 30,000 students across 3 campus locations in Cardiff, Newport and Pontypridd. The next phase of our development is hugely exciting, using our innovative Academic Plan to enhance an already impressive academic portfolio through to 2020 and beyond. And it starts here with this excellent opportunity to be part of our senior academic leadership community.

Deputy Dean of the Faculty of Business & Society

£77,951 pa

An opportunity has arisen within the Faculty of Business and Society for the crucial role of Deputy Dean.

The Deputy Dean will assist the Dean of Faculty in providing the full range of senior level activities required to effectively lead and manage the faculty. In addition the Deputy Dean will carry their own portfolio of activities which will be fully determined post-appointment in conjunction with the Dean.

To discuss the requirements of the role in more detail please contact Professor Andrew Rogers, Dean of Faculty on 01443 482300.
Visit our website for details on how to apply on line at www.southwales.ac.uk/jobs

Closing Date: 16th October 2015
The University of South Wales

The University of South Wales is a major player in the Higher Education market, one of the top ten campus universities in the UK by student number. Formed in 2013 as the result of a merger between the former University of Glamorgan and the University of Wales Newport, USW has already achieved national recognition in a number of areas, notably for its work in student support and widening participation. The University has some 30,000 students.

Within its Group structure are included the Royal Welsh College of Music and Drama (the National Conservatoire of Wales) and a major college of further education (College @ Merthyr Tydfil). With campus locations in Cardiff, Newport and Pontypridd, its reach is both deep and wide.

The cornerstone of our general approach and ethos of an excellent student experience is our Academic Plan which clearly sets out our direction of travel with a set of ambitious targets and objectives. Innovative Learning and Teaching will be the foundation of our University’s academic success linking strongly with a research portfolio that, whilst under pressure from the REF system, will still hold its own against many odds. An academic workload model underpins this linked approach.

The quest for international excellence is high on the corporate agenda, championed by an impressive partnership with the University of Nicosia in Cyprus which hosts USW’s significant on-line academic offering.

This is matched by the role the University now plays in its hinterland, with existing projects such as the University of the Heads of Valleys Institute pivotal in its plans. This project won the acclaimed Guardian HE Award for Widening Access in 2013. The structure of the University at senior level comprises an Executive Team (VC, 2 DVCs, 2 PVCs), 4 deans of faculty and 6 executive directors of corporate areas. This team is collectively referred to the Vice Chancellor’s Executive Board, currently meeting on alternating Tuesdays.

The University’s various League Table positions (whilst an undoubted target for improvement), are regarded by many staff across the institution as a false representation of the excellent work that goes on here. In our staff survey of 2014 76% of staff thought USW was a great place to work. NSS results held their own over the last year, a disappointing but not unexpected outcome for us.

You will not be short of challenges in this role, but we can assure you of a very warm welcome and the support of an outstanding group of colleagues.
The Faculty of Business and Society

The Faculty of Business and Society is justifiably proud of its international and national reputation which is predicated on its ability to collaborate effectively with a wide range of networks and to satisfy regional needs of the principality. The establishment of these networks has resulted in students being able to access extraordinary work based learning opportunities which are integrated into many of the Faculty’s academic programmes.

The Faculty is comprised of three schools:
• South Wales Business School
• School of Law, Accounting and Finance
• School of Humanities and Social Sciences.

The Faculty currently has over 6000 students and 156 FTE members of Academic staff. The Faculty works in partnership with FE Colleges, Financial institutions and is a member of the Global Compact Group. We have a high proportion of International and European students studying with us in South Wales whilst we also deliver courses in Hong Kong, Singapore and France.

There are strong research portfolios in a number of areas namely Criminology, English and History.

Our courses are underpinned by a number of professional body accreditations and we continue to forge new and exciting partnerships with the business community.

The Faculty has a presence in all 3 USW campus locations, with its current Faculty headquarters at the City Campus, Newport. The majority of its teaching however is delivered at the Pontypridd campus.

In terms of challenges, student recruitment provides the stiffest test with the current profile replicating the national scene for our humanities and business & management programmes. International recruitment, particularly in the Business School has been traditionally strong but again is facing challenges.

On the plus side the recent results of the National Student Survey were very positive with the faculty recording some impressive improvements across the board.

We are looking to further transform the Faculty in the next year by building on our successes and the Deputy Dean will play a crucial and leading role in that transformational change.
Job description

Post: Deputy Dean of Faculty
Responsible to: Dean of Faculty
Salary: £77,951 pa

Main Purpose of Job:
The Deputy Dean will support and act for the Dean of Faculty in all matters over which the Faculty has jurisdiction or interest. The post holder will deputise for the Dean of Faculty in all aspects of the Faculty’s operations and strategic planning, acting as line manager for senior members of the Faculty Executive as required or in the absence of the Dean.

Whilst specific responsibilities will depend upon the experience of the Deputy Dean, quality assurance and enhancement of the academic portfolio will feature strongly.

Principal Responsibilities and Duties:
• Providing leadership in both academic and administrative matters
• Lead Quality Assurance activity across the Faculty, chair the FQAC and be the Faculty representative on QAC
• Lead the Faculty agenda for change, liaising with appropriate agencies to secure effective implementation of faculty plans
• Assisting Heads to identify and manage performance in subject areas and academic leadership for the Faculty and to initiate remedial action
• Lead, where deemed appropriate by the Dean, on major issues relating to teaching and learning and subject development, subject investment and disinvestment, group performance and monitoring, quality enhancement and institutional review
• Take responsibility for academic issues such as quality enhancement, quality audits and institutional review, reporting as necessary to the Dean and appropriate University committees
• Work with other Faculty Managers in establishing and running Subject and Award boards and associated activities
• Network externally with business and professional bodies
• Oversee Health and Safety within the Faculty and chair the Faculty Health and Safety Committee
• Work with other Faculty Managers to implement the Faculty Academic Plan, to secure the future success of the institution
• Contribute to a strategy for effective and improved retention of students, ensuring effective monitoring and reporting
• Actively contribute to developing, implementing and evaluating the Faculty’s strategic plan, leading and coordinating the input from academic colleagues
• Support the Dean in the discharge of compliance issues such as Health and Safety, Data Protection and Freedom of Information
• Contribute to the Faculty’s commitment to the University’s Equalities agenda, via Faculty and Corporate working groups
• Be a key member of the Faculty senior management team and Faculty Board, effectively contributing to the running of the Faculty at strategic and operational levels and chairing Faculty Executive in the absence of the Dean
• Foster excellent working relationships with senior members of other Faculties and other universities and external partners and in identifying areas for collaboration
• Contribute to Faculty, Corporate and external Working Groups as appropriate
• Undertake any additional or alternative duties as directed by the Dean of Faculty, commensurate with the post/grade, including serious disciplinary or performance issues involving staff or students
Personal specification

Person Specification: Dean of Faculty

Criteria required to fulfil this post

Academic Credibility
• a strong academic track record gained at an appropriate level of a university or a comparable body/organisation of sufficient scale, scope and similar purpose
• thorough appreciation of, and sensitivity to the HE environment, understanding key drivers, decision making environments/bodies and future challenges
• the ability to increase or develop additional sources of income
• track record of cross faculty leadership activities or within a unit of significant scale
• ability and/thorough understanding of research activity, the HE, University and Faculty research agenda and REF requirements
• an appreciation of quality assurance matters

Leadership and Organisational Management
• experience of developing and successfully implementing strategic plans and aims for a faculty or equivalent of relevance and appropriate scale
• seeing, creating and seizing opportunities and having the ability to realise them with imaginative, yet workable solutions
• decisiveness and systematic results-orientation, allied with an ability to engender a culture of delivery, responsibility and accountability
• ability to enthuse and inspire, with the sensitivity to lead staff at all levels
• compelling personal style with the ability to engage more broadly than just at the senior management level
• resource management experience of a significant and relevant scale including financial acumen, and ability to manage/oversee complex and large budgets
• experience of successfully managing major change initiatives
• ability to delegate and empower others with evidence of building successful teams
• a successful track record in implementing strategic change and strategies for growth, as well as for driving organisational development and effectiveness
• excellent planning, analytical and problem solving skills
• able to build positive relationships with staff, trades unions and students

Compelling Personal Qualities
• openness, transparency and the ability to communicate values and beliefs about the new institution and its vision in a persuasive and motivating way
• appropriate self-confidence, ambition and energy
• the ability to inspire and communicate with colleagues at all levels
• influencing and advocacy skills of high order
• ability to communicate and listen to others views
• possession of a higher degree or doctorate
• appropriate professional body accreditation
Appointment of Deputy Dean, Faculty Of Business & Society

Application process

To apply on-line visit our jobs website: www.southwales.ac.uk/jobs

Closing date for applications: Friday 16th October 2015

A reminder that candidates can contact Professor Andrew Rogers, Dean of Faculty for more information about the post on 01443 482300