

JOB DESCRIPTION: Associate Dean for Business Engagement, Innovation and Professional Education

Date: 1 March 2022

Main purpose of job	<p>The Associate Dean for Business Engagement, Innovation and Professional Education plays a key role in supporting the DPVC/ Dean in setting the direction of the School, providing School vision, direction and inspirational leadership for the academic development and delivery of the business engagement and innovation strategy:</p> <ul style="list-style-type: none"> • strategic leadership and championing in the School, the enhancement of enterprise and engagement with the region and business both regionally and nationally • support the DPVC/Dean of School and the DVC and APVC Business Engagement & Innovation by providing strategic and operational leadership • oversee the portfolio of non-standard education, including Degree Apprenticeships, Executive Education and Continuing Professional Development <p>The Associate Dean for Business Engagement, Innovation and Professional Education along with the DVC and APVC in Business & Regional Engagement, have a key role in ensuring engagement with and delivery of the Business Engagement and innovation strategies and KPIs.</p>
Reporting to	DPVC/ Dean Indirectly APVC Business Engagement & Innovation
Responsible for (people)	Director of the Degree Apprenticeship, Director of Executive Education
Main duties and accountabilities	Accountabilities common to all Associate Dean roles
1	Shares collective responsibility for providing clear and effective leadership to the School, promoting a sense of collegiality and ambition, to deliver interdisciplinary academic excellence.
2	Has collective responsibility for ensuring alignment of School activity to University and Faculty strategy, promoting cross-Faculty initiatives and supporting collaboration between Departments within the School.
3	Working with the relevant DVC and Associate PVC, plays an integral role in the formulation and delivery of the University's and Faculty's strategy, and is an active member of the relevant University and Faculty committees.
4	Working with the relevant DVC and Associate PVC, plays an integral role in ensuring that alignment of best practice and innovation is shared across the University, Faculty and promoted within the School.
5	Represent the University nationally and internationally to enhance our external profile and to generate benefits for the University as a whole..
6	Deputising for the DPVC/ Dean as required.
7	Actively role model the University's expected leadership values and behaviours, promoting a culture of equality, inclusion and environmental sustainability.
8	Ensure effective communication and collaboration within the School, across the University and with relevant external stakeholders to ensure joined up working, identify opportunities, maximise benefits and achieve goals.
	Accountabilities specific to the Business Engagement, Innovation and Professional Education portfolio
9	Working closely with Professional Services colleagues, and by

	facilitating the development of strong relationships with stakeholders within the University, promote a vibrant, enquiring, collegial and creative culture to support and encourage enterprise and engagement and professional education opportunities with business.
10	Working with the School ADs Faculty APVCs and HoDs: <ul style="list-style-type: none"> to ensure maximising the exploitation and impact of the School's research activity, and development of a sustainable research and innovation portfolio to ensure that international collaborative innovation activity is strongly encouraged, and fully supported, and new opportunities are explored for internationalising, sustaining and scaling-up business engagement and innovation initiatives with key overseas partners to promote and foster entrepreneurial ambitions in the student community, and support development of education income opportunities support for the development and promotion of cross-Faculty initiatives.
11	Leading the development of the School's business facing education programme including Degree Apprenticeships, executive education, and continuing professional development.
12	Optimising business engagement and innovation performance; overseeing the monitoring of activity with regard to business engagement and innovation targets; and participating in impact reviews
13	Providing strong leadership for the promotion, development and enhancement of partnerships with regional stakeholders
14	Supporting preparations for KEF submissions (and similar exercises)
15	Report on delivery against targets as required.
16	Support and encourage the professional development of School staff, in particular as it relates to engagement with business and other partners regionally and nationally.
Key liaisons	Membership of relevant School, Faculty and University committees/boards and other working groups to promote interdisciplinarity and to support Faculty and University-wide strategic objectives.
Learning and development requirements and opportunities	Academic Leader Development Programme Personalised development plan in ePDR
Person specification (essential and desirable)	Professors or Associate Professors in any academic job family. An ability to demonstrate business links and delivery of commercial income is desirable Experience at a senior leadership level, with a clear vision for education and research and the ability to engage others in that vision Experience of developing and implementing strategy, demonstrating an ability to think and plan strategically, articulate priorities and imperatives, and deliver change Awareness of political issues and higher education regulation and understanding of how to operate effectively within these different environments Ability to think creatively and with vision and the willingness to suggest and try new and creative approaches to problems

	<p>Strong communication skills with the ability to build and maintain effective and productive working relationships internally and externally</p> <p>A commitment to creating an environment for staff and students to thrive, that is inclusive, promotes equality and supports diversity</p> <p>Ability to delegate, to provide and respond to constructive feedback, monitoring and addressing performance, and building trust and teamwork</p> <p>Success in delivering results through effectively managing people, finances, and other resources to achieve their goals.</p> <p>Credibility and expertise gained from personal and collaborative success in the specific academic theme (Business & Regional)</p> <p>Knowledge and experience in a cognate academic area of the School</p> <p>Shares the University's ways of working collaboratively, sustainably and digitally and models this in their attitude and behaviour</p> <p>Ensures that the organisational values of Discovery, Respect, Excellence, Inclusion and Community are demonstrated by self and others every day and that any matters of concern are addressed in a timely way, either directly or raised with the relevant Line Manager or through the relevant processes within the University as appropriate.</p>
Term of office	3 years, usually ending on 31 July. Renewable subject to satisfactory review.
Time allocation	<p>This is a 0.5 FTE role. The remaining FTE is available to enable the role holder to maintain an active profile in research and/or scholarship (which is a requirement of the role). The time allocation and the distribution of responsibilities between the Associate Dean role and the roleholder's other academic activities, including, other support that can be made available to facilitate this role, will be discussed and agreed with the Dean at the time of appointment.</p> <p>Staff in the Education & Research job family will be expected to remain research active as part of this role.</p>
Recognition	A pensionable salary is payable for this role as approved by UEB for the duration of the term of office. A non-pensionable allowance will be paid to staff who base salary is above the salary for the Associate Dean role.
Date last reviewed/approved	<p>March 2022</p> <p>Director of Human Resources</p>