

Job Description and Person Specification for: Head of the School of Health & Rehabilitation Sciences

Department: Health and Rehabilitation Sciences	Reports to: Deputy Vice-Chancellor
Salary (Band/Annual/Pro rata): Grade F	Responsible for: School Staff

Job Purpose/Summary:

The Head of the School of Health & Rehabilitation Sciences provides strategic, academic, and operational leadership across a diverse portfolio of health, sport and exercise and rehabilitation disciplines. The postholder shapes and delivers the School's vision, ensuring excellence in education, applied research, clinical practice, and student experience across undergraduate, postgraduate, apprenticeship, and CPD pathways.

As a senior academic leader and an expert in an allied health profession or closely related discipline, the Head of School fosters an inclusive, high-performing culture, builds strong internal and external partnerships, and champions innovation aligned with HSU's mission to *create a healthier society through education, research, and clinical care*. The postholder acts as a visible ambassador for HSU and the School, engaging confidently with regulators, partners, employers, and sector bodies.

Main Responsibilities/Key Tasks:

1. School Leadership and Management

- To provide academic and professional leadership for the School of Health and Rehabilitation Sciences
- Ensure an excellent student experience, in which students feel the student voice is genuinely valued and are assured that their concerns are being listened to
- Recruit and line manage, in collaboration with senior School colleagues, School staff on full-time, part-time, casual and honorary contracts, including:
 - Recruitment, selection, and appointment of academic staff
 - Appraisal, staff development and performance management
 - Managing induction and probation
 - Management of academic staff workload
 - Dealing with issues concerning discipline and grievance.
- Manage and control of budgets and other resources devolved to the School, as directed by the Executive Leadership Group
- To contribute to the effective management of the University by ensuring the School contributes fully to University activity, meeting established Key Performance Indicators e.g. in internal and external assessment exercises e.g. NSS / TEF / REF / KEF

- Ensure that staff are kept informed and involved in School activities as appropriate, and that staff views are made known to the ELG and other senior managers.

2. Strategy and Planning

- To assist the ELG in all tasks delegated concerning the design and delivery of University plans as they change over time, including delivery of financial and student number targets within the School
- To work collaboratively with all stakeholders including PSRBs in the planning, development and delivery of future-proofed curricula which meet industry expectations and increase access across all prospective student cohorts at all levels of study, aligned to institutional expectations for digital, LLE and non-traditional delivery methods
- To manage the planning, validation and monitoring of units, courses and CPD associated with the School, liaising with other school staff, Heads of Schools and Services, and others where appropriate to support development and delivery of the University's taught portfolio
- In consultation with students and staff, and linking with the DESE and Head of Student Services and Wellbeing, develop and implement HSU strategy and action plans to enhance student engagement and the student learning experience
- Lead institution-wide projects as agreed with the ELG

3. Student Experience and Engagement

- Work in partnership with students, academic and professional services colleagues to promote an inclusive and student-centred learning environment
- Ensure high levels of student satisfaction, engagement, retention, and graduate employability, exceeding national benchmarks
- Support student institutional access and participation, engagement, wellbeing and success strategies—especially for students from underrepresented groups
- Embed interprofessional and practice-based learning opportunities.

4. Academic Quality and Enhancement

- Ensure high-quality programmes that meet academic, PSRB, clinical, and employer expectations
- Ensure excellent academic standards underpinned by effective quality assurance and enhancement practice within the School, complying with standards set by various stakeholders, including HSU, the Regulator and external professional bodies
- To participate, as required, in the university quality assurance processes such as chairing of validation events, examination boards, membership of key committees

- Champion academic excellence and pedagogic innovation across all taught provision within the School including the effective use of digital, blended, and simulation-based education

5. Research, Knowledge Exchange and Enterprise

- Foster a vibrant research and knowledge exchange culture aligned to institutional priorities
- To support staff in gaining funding for and delivering research and knowledge exchange projects in line with institutional research priorities
- Promote a culture of enterprise and entrepreneurship, where staff are encouraged to innovate and lead at all levels
- To ensure all staff with appropriate qualifications are involved in the supervision of PhD student(s)
- To encourage staff to publish in professional and peer-reviewed academic journals and books
- Develop and deliver on a transnational strategy for the School increasing its share within international markets, enriching the curriculum and providing an excellent experience and outcomes for all students

6. Culture, People and Development

- Promote a culture of staff engagement with innovations supporting student experience, engagement and success across the student lifecycle
- Inspire staff to be excellent in teaching and supporting learning at all stages of their careers in line with institutional expectations and best practice nationally
- Promote staff development and well-being, fostering a culture of respect, inclusivity, and excellence
- Encourage and reward innovation, enterprise, excellence, and collegiality
- Foster a culture of accountability, transparency, and continuous improvement
- Champion sustainability principles across educational systems and practices

7. External Engagement

- To act as the key contact and maintain strong links with alumni, external stakeholders and strategic partners, including industry partners, educational partners, PSRBs, and the wider health sciences community
- To actively seek collaborative opportunities with other Schools in HSU to facilitate multi-disciplinary opportunities

- To take positive steps to promote the external profile of the School and to maintain effective working relationships with appropriate external bodies to enhance student recruitment, research and enterprise activity
- To work in partnership with School staff to support delivery of quality placement and practice-related learning experiences for students
- Be involved in initiatives to strengthen the University's reputation as a centre of academic excellence and innovation in health sciences education
- Act as an ambassador for the School locally, nationally and internationally fostering positive relationships for the benefit of the institution, staff and students.

8. Teaching Contribution

- Contribute to teaching, supervision, or clinical education in the postholder's area of expertise, as appropriate.

9. Eligibility for Professorial Title

Candidates will be assessed on the level of their academic leadership, scholarship, research, and professional practice against the criteria on HSU's Academic Framework.

General responsibilities as part of the Vice-Chancellor's Advisory Group

Actively contribute to University-wide leadership, including policy development and resource allocation

Lead cross-institutional initiatives, fostering collaborative working

Represent the University at ceremonial and formal events, including graduations, open days, staff and student events and public engagements

Promote the University's reputation, internally and externally, as a centre of academic excellence, innovation, and engagement

Embody and champion the University's values and commitments to inclusion, social responsibility and community impact.

Chair or participate in committees, panels, investigations, complaints or disciplinary processes as required.

General

Maintain professional standards in relationships, upholding HSU's values, policies and practices.

Adopt a client-centred approach and to deal promptly and considerately with members of the public, staff and students

Carry out such other duties as may be reasonably requested by the Vice-Chancellor or Deputy Vice-Chancellor.

Performance Monitoring and Review

- Participate in annual objective setting, appraisal, and performance review.

Key Relationships

Internal: Executive Leadership Group (ELG); Vice-Chancellor's Advisory Group; Students' Union; Heads of Schools and Services; academic, clinical, and professional services staff; patient liaison groups.

External: NHS and care partners; PSRBs; employers; professional bodies; local authorities; international partners; alumni; donors.

Limits of Authority

- Operate within University policies, procedures, and the Board of Governors' Scheme of Delegation.

Additional Duties

- To demonstrate support for the University's commitment to equal opportunities and its Equality, Diversity, Inclusion and Belonging Policy.
- To demonstrate support for the University's Health and Safety Policy ensuring that it is adhered to in the post holder's areas of responsibility.
- To undertake other activities identified from time to time commensurate with the level of the post.
- To work in line with our values

Requirement:	Essential:	Desirable:
Education, Training and Qualifications	First degree in a relevant allied health or rehabilitation discipline Higher degree (Master's or Doctorate) or equivalent professional standing Professional registration/membership (where applicable) Teaching qualification (e.g., PGCert HE) or equivalent	Registered allied health professional.
Skills and Knowledge	Broad knowledge of contemporary approaches to teaching, learning and assessment in health sciences education	Track record of research publications or funded projects.

	<p>Knowledge of relevant academic, PSRB frameworks, standards and guidance underpinning allied health and related disciplines' education and clinical education / teaching and learning practice nationally and internationally</p> <p>Strong people management skills including setting clear goals and objectives, delegating and performance monitoring of direct reports</p> <p>Financial acumen including setting and delivering against agreed budget targets with experience of academic / clinical enterprise</p> <p>Excellent communication, influencing, and partnership-building skills.</p>	
Experience	<p>Proven leadership in higher education, with experience in developing and managing academic programmes and teams, including experience in curriculum development, validation and review</p> <p>Demonstrable experience of effective engagement of students, staff and partners to achieve successful outcomes</p> <p>Demonstrable success in quality assurance and risk management in academic and clinical education settings</p>	<p>Experience with digital, blended, simulation based, or AI enabled learning.</p>

	<p>Evidence of delivering successful interventions which ensure a positive student experience and deliver successful outcomes for graduates exceeding sector benchmarks</p> <p>Experience of success in strategic planning and implementation, budget management, team leadership and people management</p> <p>Experience of international or transnational education.</p>	
<p>Personal Attributes</p>	<p>Strong intellectual resources and abilities and emotional intelligence with a track record of integrity, openness and honesty</p> <p>Strategic thinker, alert to the wider policy issues within the sector and the University</p> <p>Team oriented, with an ability to build and lead successful teams</p> <p>Ability to inspire trust at all levels, establishing positive and productive working relationships</p> <p>Strong commitment to quality, efficiency and productivity and to the University's mission, vision and values</p> <p>Ability to see the big picture clearly with sound insight</p>	<p>Established partnerships with relevant sector bodies</p>

	<p>Ability to make tough decisions, communicate them effectively and see implementation through</p> <p>A wide network of relevant contacts</p> <p>Confident, flexible leadership style</p>	
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NB: *The purpose of the job description is to indicate the general level of responsibility of the position. The duties may vary from time to time without changing their general character or level of responsibility.*

Health Sciences University is committed to equality of opportunity and welcomes applications from everyone regardless of ethnicity, gender, age, faith or sexual orientation.

January 2026