

Head of Department of Music

Workload provision: 0.8 FTE

Allowance of £6K per annum

Three-year term, renewable, and additional period of sabbatical on completion of role.

**Purpose of the Post**

The Head of Department is responsible to the Executive Dean of School for the operational management of the work of the Department. They will be a member of the School Executive, and will work within this team to set the strategic direction and goals for the School. They are expected to provide academic leadership to the Department (including the Choir), in the context of the University's Strategic plan and priorities, delivering effective planning, resource allocation and management to ensure innovation and excellence in research, teaching and learning, student experience and outcomes.

Leadership Development Opportunities

The University values the development of academic leadership skills and is committed to providing a variety of opportunities for colleagues.

- Vice-Deans and EDI Director roles provide opportunity to gain experience leading on a particular agenda.
- The Head of Department role provides opportunity to gain experience leading and managing resources.

Training and development support will be available.

Job Title: Head of Department of Music

	Essential	Desirable
Knowledge, Education, Qualifications and Training Educated to PhD level or equivalent. Fellowship of HEA or equivalent qualification in teaching & learning in HE	 X X	
Skills and/or Abilities Excellent leadership and influencing skills which demonstrate the University's leadership behaviours at a senior level Ability to work independently and as part of a wider School leadership team. Excellent planning and organisational skills Excellent budget and resource management skills Ability to lead effectively, building trust, commitment and collegiality Ability to communicate effectively with key staff and student communities, and with external agencies.	 X X X X X	
Experience Successful academic track record demonstrated through promotion to a minimum of Senior Lecturer or equivalent. Experience of leadership, planning and organising of activities within an academic, or similar context, such as through management of a major grant, leadership of a teaching initiative or a role within the University or professional body. Demonstrable track record in effective management of staff to deliver key objectives Evidence of effective management of budgets and resources Proven experience in managing conflict and resolving difficult situations.	 X X X X X	

Other requirements		
Commitment to continued professional development	X	
Excellent understanding of equality and diversity legislation and good practice, and demonstrable commitment to their application	X	