

Candidate Information

Position:	Head of School
School/Department:	School of Pharmacy
Reference:	24/111807
Closing Date:	Monday 6 May 2024
Salary:	An attractive remuneration package, commensurate with the seniority and responsibilities of the role, will be provided.
Anticipated Interview Date:	Monday 10 June 2024
Duration:	Professor: permanent. Head of School: 5 years initially

JOB PURPOSE:

This role will provide an exciting opportunity to join the leadership team of a Russell Group University and innovate in highly successful education and research programs in pharmacy and pharmaceutical sciences. The Faculty of Medicine, Health and Life Sciences has performed exceptionally in external assessments of esteem and is responsible for significant new investment in infrastructure through the Belfast Regional City Deal which has a major focus on Health and Life Sciences. The School of Pharmacy has been ranked 39th in the world, as shown by the QS World University Rankings by Subject 2023. It undertakes innovative research and was ranked 4th= in the UK in REF 2021 Allied Health Professions, Dentistry, Nursing and Pharmacy. The School has ~1000 students, ~190 staff with ~60 academic staff, with an innovative curriculum. The Head of School will report to the Pro-Vice-Chancellor (Medicine, Health and Life Sciences) and will play a key role in providing effective and efficient leadership and management of the School.

MAJOR DUTIES:

1. Reporting to the Pro Vice Chancellor in the Faculty of Medicine, Health and Life Sciences (FMHLS), the Head of School will be a member of Faculty Executive Board and lead on strategy for Pharmacy. They will contribute to the development and implementation of School, Faculty and University strategies and provide the leadership link between Faculty and School structures. They will develop and support cross-School and cross-Faculty collaborations in research, innovation and education.
2. They will provide academic and strategic leadership to the School, working with and supporting the Deputy Head of School and Directors of Education and Research to establish and maintain an environment of excellence and collaboration that enables education, research, enterprise, internationalisation and scholarship to flourish. They will manage and monitor the progress of the School against agreed key performance indicators and will be responsible and accountable for all operations within the School, ensuring the effective management of all aspects devolved to Schools, to include academic, financial, personnel and health and safety aspects.
3. With their senior leadership team, the Head of School will build a vibrant, collegial School community and establish effective communication channels within the School and with Faculty and University as appropriate. They will encourage and support inter-disciplinary and collaborative working in education and research, with a commitment to improving the effective translation of innovative research and pedagogy towards real-world impact, both nationally and internationally.
4. The Head of School will oversee the planning and delivery of Pharmacy education, research and outreach programmes and ensure that resources are available - this will involve substantial forward planning over a number of years. They will lead in the delivery of high-quality pharmacy and pharmaceutical sciences curricula, embracing innovation to deliver today's and, more importantly, tomorrow's healthcare needs, promoting widening of access to pharmacy and pharmaceutical science professions and ensuring that all programmes satisfy the requirements of the relevant professional accrediting bodies. They will ensure the delivery of outstanding, modern pharmacy and pharmaceutical science curricula consistent with those expected of pharmacy professionals.

5. The Head of School will oversee a comprehensive people strategy to ensure the recruitment, support and development of high calibre academic and professional support staff to the School, with the proactive development of future leaders and succession planning as appropriate. They will ensure an environment of excellence which facilitates and encourages the development of all staff. They will be the accountable line manager of all staff within the School and will work with the Deputy Head of School and Directors within the School to ensure that all staff can deliver, in the most effective way, the required contribution to the School's research, education, impact, internationalisation and other activities.

ESSENTIAL CRITERIA:

1. A degree in Pharmacy or related discipline, with a postgraduate doctorate or equivalent.
2. A substantial record of achievement in leading and managing a significant aspect of academic work.
3. Evidence of high-quality delivery of education and/or research and innovation at a senior level in an academic institution with a strong academic record and a recognized research or professional profile in one of the disciplines represented within the School.
4. Sustained record of having a major contribution and leading in successful bids for competitive, peer-reviewed national or international grants or other awards as Principal Investigator, as appropriate to the discipline.
5. An established record of impactful teaching.
6. Skills in effective leading and working as a member of a team.
7. A strong interest in the policy and management processes within the University and a thorough knowledge of current issues in higher education more generally.
8. Demonstrable ability to think creatively.
9. Demonstrate the ability to undertake a representational role, both within the University and externally, and to communicate with people and organisations at all levels and in particular with policymakers and bodies in the public, private and community sectors and elsewhere.
10. Demonstrate commitment to enhancing the reputation and performance of Queen's in local, regional, national, and international settings.
11. Excellent interpersonal, social, negotiating and team-building skills and evidence of ability to effectively chair committees and working groups.
12. Self-reliant and the ability to cope with pressure and conflicting demands.
13. Demonstrate commitment to equality of opportunity for students and staff and to the development of Queen's as a pluralist institution.
14. Demonstrate commitment to developing the role of Head of School.
15. Excellent presentation, communication, analytical and problem-solving skills.

DESIRABLE CRITERIA:

1. Demonstrable evidence of individual contribution, or as part of team, to the management of change within a university environment.
2. Demonstrable evidence of successful resource management.
3. Demonstrable evidence of leadership in the successful identification, development and implementation of initiatives and policies.