

Job Description

General Details

Job title:	Head of Education Research & Evaluation
School/Service:	Academic Development Unit
Normal Workbase:	Stoke
Tenure:	Permanent
Hours/FTE:	1.0 FTE
Grade/Salary:	Grade 10
Date Prepared:	July 2021

Job Purpose

To lead the strategic and operational evaluation, data and research for the Education portfolio, specifically to support the student experience and positive student outcomes. Develop new and enhance existing methodologies to monitor and evaluate performance and interventions. This is across the student lifecycle to help to ensure that Staffordshire University meets its commitments on student experience and student outcomes.

Relationships

Reporting to:	Director of Learning & Teaching – dotted line to PVC Education
Responsible for:	N/A

Main Activities

- Lead the provision of high level analysis and interpretation of internal and external data relating to the student experience and student outcomes
- To be responsible for identifying and leading evaluation, alongside Strategic Planning, of key data sets including student voice, Graduate Outcomes, Progression, Retention, to support academic course planning
- To be responsible for providing high level insight and recommendations in relation to University performance in key performance indicators for Education in order to support continuous enhancement of the student experience
- Analyse complex multi factor data sets using a range of quantitative and qualitative methodologies to inform UEB about performance in key metrics and trajectories of performance
- To provide regular output of research evaluation and data analytics in user friendly format for use by Associate Deans Students and Course Directors
- Working with the Director for Learning and Teaching, the Academic Development Unit and Strategic Planning to support, through learner analytics, delivery of excellent student experience and student outcomes
- Contribute to the strategic planning function and workstreams
- Provide quantitative and qualitative data evaluation for the purposes of education planning and student outcome interventions

- Developing new knowledge in the sector for evaluating education metrics and leading new approaches to their implementation
- Evaluating impact and success measures within the University Access and Participation Plan and making recommendations for accelerating progress in reaching targets
- Inform and support UEB to deliver key recommendations in meeting key performance indicators for the student experience and student outcomes
- Lead, alongside strategic planning, learner analytics and insight to support the University's success in external performance measures.
- The role holder is required to minimise environmental impact in the performance of their role and to actively contribute to the delivery of the University's Environmental Sustainability Policy
- To undertake other such responsibilities as may reasonably be required

Special Conditions

The role holder will be required to travel between sites from time to time in a cost effective manner, which may be through the use of a car.

Variation to Job Description

Staffordshire University reserves the right to vary the duties and responsibilities of its employees within the general conditions of the Scheme of pay and conditions and employment related matters. Thus it must be appreciated that the duties and responsibilities outlined above may be altered as the changing needs of the service may require.

Conditions of Service

The post is subject to such terms and conditions of employment as negotiated between the Board of Governors of the University and the recognised trade unions, and/or the employees of the University. In negotiating such terms and conditions the Board of Governors will consider any appropriate advice received from the Universities and Colleges Employers Association (UCEA).

Informal Discussion

Should you wish to discuss this vacancy informally before making an application please contact: Dr Annabel Kiernan, PVC Education

Application Procedure

We encourage you to apply on-line at our website <http://jobs.staffs.ac.uk> as the system is user friendly and simple to complete.

We would ask all applicants to ensure that they have provided comprehensive information under each criteria in the Supporting Statements section of the application form and, if necessary, add any relevant additional information in the Additional Information Section.