

Saxton Bampfylde



UNIVERSITY OF BIRMINGHAM

Appointment brief

Head of the Birmingham International Academy

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About the University

The University of Birmingham was founded on the vision of Joseph Chamberlain in 1900 to provide a university for the people of Birmingham: 'a great school of universal instruction...taking all knowledge in its province.'

This philosophy has defined and shaped us as an institution ever since, founded on social responsibility and equality of opportunity for all. We are proud to continue to find new expressions for these civic roots. The University is now a great top 100 global institution, with our doors firmly open, welcoming the best to Birmingham, and taking the best of Birmingham to the world.

At Birmingham, we teach and carry out research across the full breadth of academic disciplines, creating a vibrant community with multi-disciplinary opportunities for research and education. We are a truly international community, comprising of more than 8,000 staff, 38,000 students, and over 350,000 alumni. The University is organised into 5 Colleges: Arts and Law, Engineering and Physical Sciences, Life and Environmental Sciences, Social Sciences, and Medical and Dental Sciences.

We recognise that achievement of the University's ambition depends on our people: the single biggest investment that the University has made over the last years is in staff. In recent years, we have expanded our academic staff numbers by more than 500, including world-class researchers and teachers, leading early-career academics (including through our much-emulated Birmingham Fellows scheme), and Interdisciplinary Professorial Fellows through our innovative scheme to enhance cross-disciplinary working. We are developing an enviable reputation for attracting some of the finest minds in the world to teach and research here, and we will continue this significant investment as we recover from the pandemic.

We support our academic mission with the development of exceptional facilities. Over the last decade we have invested £1 billion in a visionary capital programme and our staff, students and wider community are already benefiting from a number of signature buildings, including a spectacular new School of Engineering, The Exchange city-centre hub, a modern hotel and Conference Park to support major international academic conferences, a best-in-class library, a major new Teaching and Learning Building, a stunning Green Heart parkland area at the centre of our campus, and a multi-award-winning Collaborative Teaching Laboratory. Forthcoming flagship developments include a new Molecular Sciences building, and the Birmingham Health Innovation Campus.

All of this means that during the last decade, the University has been transformed. Our strong emphasis on intellectually rigorous education and pioneering research across the full breadth of disciplines has led our students to attain increasingly impressive outcomes, and our research has enjoyed growing global significance and societal impact.

For more information on the University please visit our website: <https://www.birmingham.ac.uk/index.aspx>

Birmingham 2030 Strategic Framework

We have a remarkable platform on which to build, yet there is more we can achieve. Over the next decade, our aspiration is to establish Birmingham in the top 50 of the world's leading universities.

Our Strategic Framework sets out how we will pursue this highly challenging ambition. With world-class research and outstanding global education as our core mission, we will strive to increase the volume and quality of our research to make an even greater difference to the world around us. We will be the UK's exemplary civic university, remaining firmly committed to our foundations in the highly diverse communities, people, and economy of the city of Birmingham and the West Midlands. We will maintain our financial strength to enable investment in our academic mission, allowing us to make the most of the extensive breadth and quality of the University's academic disciplines. We will take full advantage of our signature projects, innovation sites, and capital developments to make a lasting impact in all the regions in which we operate, and globally.

Birmingham 2030 is built on six pillars:

- Research that Matters
- Education for Sustainable Futures
- Engagement and Impact
- Civic and Global
- People and Culture
- Sustainability

We are deeply committed to welcoming students from all backgrounds and nationalities to study in a comprehensive range of disciplines. As a global university we are seeking to attract growing numbers of the very best students from around the world.

Our students are intellectually curious, academically and personally ambitious. In recent years, through a combination of the quality of our academic teaching, our investments in learning spaces, support and wellbeing and student facilities – our students have achieved increasingly impressive degree and employment outcomes. We build on these foundations as we build a distinctive, exciting, and innovative approach to our education that reflects our global ambitions.

We will use the exceptional breadth of the University to offer a wide range of academic disciplines, whilst also providing interdisciplinary opportunities which prepare students to prosper as citizens and become highly employable graduates, equipped to succeed in their chosen careers and life choices.

For more information on the strategy please click here: <https://www.birmingham.ac.uk/university/our-strategy.aspx>



Birmingham International Academy

Thank you for considering the role of Head of Birmingham International Academy (BIA) at the University of Birmingham. This is a very exciting role and time for the University given the importance of its international strategy, and we are delighted to present you with this opportunity.

Overview

The BIA is a teaching unit within the University of Birmingham that delivers the International Foundation Pathways, Pre-session English and Academic English (in-session) programmes for international students. Programmes are delivered in-house through high calibre teaching staff and already are well established and respected in the market with a reputation for high quality delivery and excellent student experience.

Our International Foundation Pathways are courses that prepare international students for an undergraduate degree at the University of Birmingham. The programmes currently include four pathways, though there is ample opportunity to expand the programme portfolio and intake points in the future. The four programmes are:

- Arts, Social Sciences, Business and Law Pathway (September and January intakes)
- Engineering and Physical Sciences Pathway (September and January intakes)
- Medical, Life and Geo Sciences Pathway (September intake)
- Medicine and Physiotherapy (September intake)

The 2030 strategy sets out the University's aspiration to establish Birmingham in the top 50 of the world's leading universities. Creating a thriving global community of students and having a broad, interdisciplinary education portfolio is key to achieving this ambition, and the BIA will play a central role in delivering this.

In 2020, the University signed an exciting partnership with Kaplan International to provide recruitment and admissions services for the BIA, and to enable further growth. Over the next 5 years under the leadership of this position we plan to deliver significant growth in our international student numbers across all Pathways. The BIA has also enjoyed a period of major growth with its on campus pre-session programmes, allowing international students to meet their English language requirements whilst studying on our beautiful campus. Including pre-session, intake numbers reached over 1,800 students in 2019/20. We currently employ 49 staff, and this is expected to grow to 65-70 - supporting an operating budget in excess of £6m.

Teaching

The BIA provides Academic English classes, self-assessment tools, individual language tutorials and self-study materials to international students enrolled on our UG or PG degrees. Programmes are also developed in collaboration with the University's five Colleges to provide bespoke English language tuition as part of their main programmes. From 2021, more support and programmes will be available to students as we look to expand the support on offer and improve student outcomes.

The BIA oversees all equivalent programmes in our newly built Dubai branch campus. As the student body grows, these programmes will evolve to ensure we can support our rapidly growing global ambitions.

In response to the pandemic, the BIA adapted its programmes to allow for online delivery, providing live synchronous English language tuition to over 1,000 international students. With students returning to campus, we are reviewing our offer and considering how we will need to adapt to global demands.

Operating Model and Campus

All staff are overseen by the Head of BIA and the Director of Operations and Development. Following our new recruitment partnership, the BIA is undergoing a change in its operating model that will support the successful candidate to grow the BIA from a stronger platform. The new operating model effectively sees much of the BIA's resources managed 'in-house' with tutors embedded in the BIA and therefore an increasing overall FTE.

The University has recently completed a multi-million-pound refurbishment of our premises to ensure international students experience a high quality academic and social environment. The BIA operates out of two buildings: Priorsfield and Lucas House, which are conveniently situated on campus and close to our student accommodation.

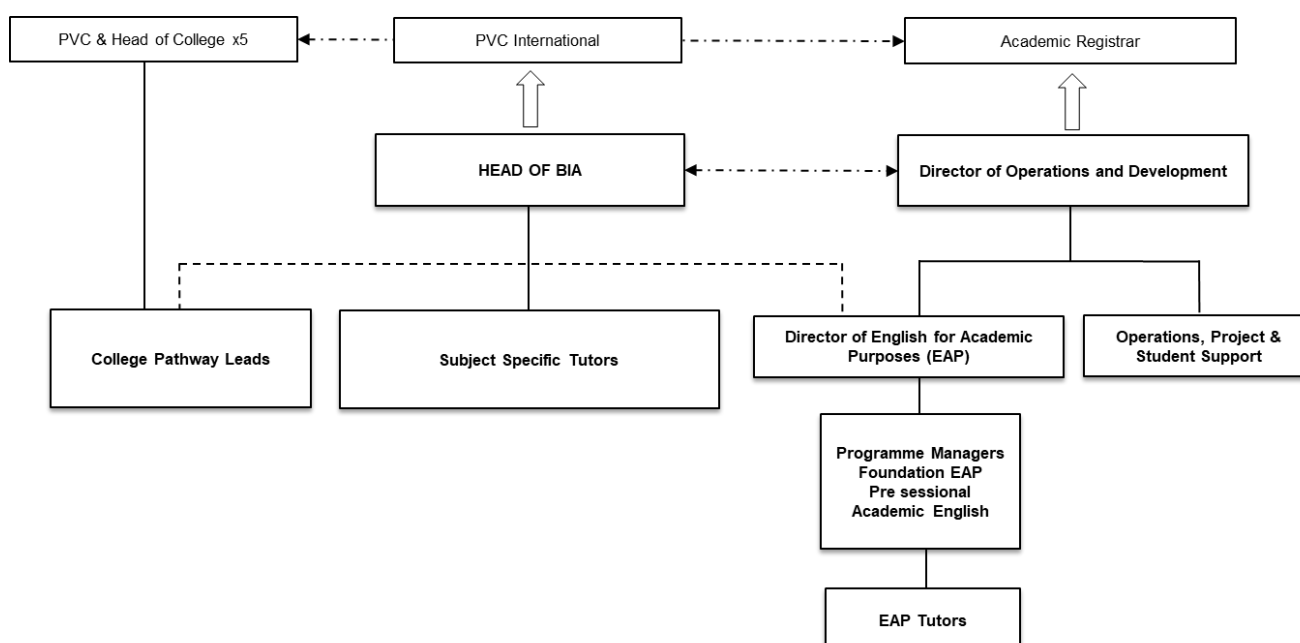


The Role

The Head of BIA will report directly to the Pro-Vice-Chancellor (International), a member of the University's Executive Board, and is supported by a dedicated academic and professional services team. The role will also work very closely with the Academic Registrar, five PVC/Heads of College, the BIA's Director of Operations and Development, the wider BIA management team and the academic tutors.

Main Duties/ Responsibilities:

- To provide leadership for the BIA, with overall accountability for all aspects of its operation to ensure that the mission, aims and objectives of the BIA are met within the overall context of the University's plans.
- To be responsible for the development and delivery of a strategic plan for the BIA, supporting the growth agenda for the BIA and the University's 2030 strategic framework.
- To work in close collaboration with senior College leadership, along with their designated BIA pathway leads, to ensure the academic programme meets the requirement for undergraduate study. To ensure effective module/programme review and improvement across all areas.
- To develop and lead on new opportunities for the BIA to support the University's ambitions for international student growth.
- To ensure efficient management and operation of BIA taught courses.
- To monitor the progress of the BIA against agreed objectives and targets, and to encourage continuous improvement and portfolio development.
- To be accountable for efficient and effective financial management and use of resources in the context of the BIA strategy and University policy, working with the BIA Director of Operations and Development.
- To oversee the delivery of Foundation Pathways on the Dubai campus, liaising with the relevant teaching and academic staff to expand the portfolio of pathways and the number of programmes in Dubai.
- To lead and inspire all BIA staff, and to develop and manage all direct reports.
- To lead the BIA to develop and maintain active networks, internally and externally, nationally and internationally, so as always to improve the BIA in terms of its teaching provision, reputation and overall success.
- To play an active role as a member of the BIA Board reporting on development and progress across all academic programmes.
- Undertake teaching in their designated field, as appropriate.



Person Specification

The Head of the BIA has responsibility for the leadership, development, and success of the BIA. This is a role for an inspirational leader who can lead, shape, and realise its growth agenda. The Head of BIA is a senior role within the University and a member of the wider University leadership team.

As a result, the successful candidate will be able to evidence many if not all of the following criteria:

- Experience of strategic leadership across multiple programmes and subject disciplines working with a broad variety of internal and external stakeholders.
- Teaching experience at School, Further Education or University level, particularly with large international cohorts.
- Detailed knowledge of International Foundation Pathways delivery in the UK context.
- Commitment to the highest academic standards.
- Evidence of delivering excellence in the design and delivery of teaching.
- Demonstrable cultural sensitivity, tact and diplomacy with a commitment to inclusivity.
- Successful change management experience, ideally in service of growth in some form.
- An innovative and entrepreneurial approach.
- Energy and drive to inspire followership.
- A balance of strategic vision with operational delivery ability
- An understanding of the wider context of the University and the University's core strategy.



How to apply

Saxton Bampfylde Ltd is acting as an employment agency advisor to the University of Birmingham on these appointments.

Candidates should apply for this role through our website at www.saxbam.com/appointments using code **WBUL**.

Click on the '**apply**' button and follow the instructions to upload a CV and cover letter, and complete the online equal opportunities monitoring* form.

The closing date for applications is **noon Tuesday 8 February 2022**.

** The equal opportunities monitoring online form will not be shared with anyone involved in assessing your application. Please complete as part of the application process.*



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