

Job Description

Faculty/Directorate: Faculty of Humanities and Social Sciences

Department: Institute of Public Care

Title of post: Senior Consultant

Grade of post: 11

FT or % P/T: Full time

Principal location of work: Flexible, with regular UK travel and able to work remotely when required

Immediate line manager: Assistant Director, Institute of Public Care

Staff managed: Operational project management for fellow consultants and associates

Qualifications required for post: Good honours degree and post-graduate professional qualification in public care (health, education, social care, housing or closely related discipline) or a post-graduate management or consultancy qualification or Masters or PhD.

Experience required for post: Extensive knowledge and experience of the UK public care agenda (health, social care, supported housing, or children's and young people's services) and experience of knowledge exchange activities in public care: consultancy, training, applied research and evaluation. Proven project management, communication, and facilitation skills.

Overall purpose of post: To secure, design and lead knowledge exchange projects in public care: applied research and evaluation, consultancy, and training and development.

Main duties:

1. Design, lead, organise and deliver knowledge exchange projects in public care: consultancy, training, applied research and evaluation.
2. Undertake a range of knowledge exchange activities within projects, including interviews, presentations, facilitation of meetings, workshops and training sessions, quantitative and qualitative data collection, analysing complex data from a wide range of sources, drawing conclusions and collaborating with colleagues to make recommendations to clients for service and organisation change.
3. Contribute to securing knowledge exchange work, including scoping projects and writing proposals and tenders.
4. Undertake the writing of papers based on knowledge exchange projects leading to national and / or international publication. To undertake reviews of research, government guidance and legislation for publication.
5. Develop materials for and deliver training or postgraduate courses to public care professionals, managers and executives. For accredited courses, use appropriate teaching methods and set and assess students' work, supervise and assess students' projects and assignments.
6. Make presentations at national and international conferences and seminars in public care.

7. Engage in scholarly and knowledge exchange activity (e.g. keeping up to date with developments in public care).
8. Represent the Institute and University on or to external bodies, if appropriate.
9. Participate in the administrative processes of the Institute and University, including committee membership, quality assurance procedures, recruitment and support of clients and postgraduate students.
10. Undertake any other duties commensurate with the grade and level of responsibility of this post, for which the post holder has the necessary experience and/or training.