

HEFCW's Quality Assessment Committee Vacancies for Members

Summary

HEFCW is seeking candidates for the appointment of a Member to HEFCW's newly established Quality Assessment Committee (QAC). This is a statutory committee of HEFCW's Council, under the Higher Education (Wales) Act 2015, and as such, acts in an advisory capacity.

Members must have experience of, or have shown capacity in, the provision of higher education including overseeing quality assurance and enhancement of provision. **You should not be employed by or sit on the governing body of any current provider of higher education in Wales.** The appointed Member will not be able to undertake reviews of Welsh institutions.

We are keen to ensure that a range of providers of Higher Education are represented on the Committee, so therefore also welcome individuals with experience of Higher Education in Further Education, and/or alternative providers.

The Committee meets two or three times a year.

QAC Members receive no remuneration. However, HEFCW will reimburse you for all reasonable and properly documented expenses you incur in the performance of your duties, in accordance with our travel and subsistence procedures.

The appointment will be for an initial term of up to three years unless terminated earlier by either party, with the possibility of re-appointment for a further term.

Candidates should apply by **20 April 2018**.

The Committee

1. HEFCW is seeking candidates for the appointment of a Member to HEFCW's newly established Quality Assessment Committee (QAC). This is a statutory committee of HEFCW's Council, under the Higher Education (Wales) Act 2015, and as such, acts in an advisory capacity.
2. Candidates should apply by **20 April 2018**.

Background

3. The Higher Education Funding Council for Wales (HEFCW) was established under the Further and Higher Education Act 1992. From 1 July 1999, HEFCW became a sponsored body of the newly-established National Assembly for Wales. We subsequently became known as an Assembly Government Sponsored Body (Government of Wales Act 2006) and finally, a Welsh Government Sponsored Body (WGSB) in May 2011.
4. HEFCW is an intermediary body between the Welsh Government and the higher education (HE) sector in Wales, and we provide expert advice to the Welsh Government on the sector. We support the HE system in Wales in delivering Welsh Government priorities, securing high quality learning, teaching and research and contributing to Welsh culture and society and the economy.
5. HEFCW's powers under the Higher Education (Wales) Act 2015 in relation to quality commenced on 1 September 2015. The 2015 Act requires us to assess, or make arrangements for the assessment of, the quality of education provided in Wales by or on behalf of each regulated institution. In addition, the Act enables us to provide advice, assistance or directions to institutions to prevent the quality of education or a course from becoming inadequate.
6. The 2015 Act also requires us to establish a Quality Assessment Committee to advise us on the exercise of our functions under this part.
7. HEFCW currently also accredits providers of initial teacher training (ITT) for school teachers. Our responsibilities for ITT are covered under the Education (School Teachers' Qualifications) (Wales) Regulations 2004 and the Education Act 2005.

Person Description

8. Members must have experience of, or have shown capacity in, the provision of higher education.
9. You should have experience of overseeing quality assurance and enhancement of provision.
10. We are keen to ensure that a range of providers of Higher Education are represented on the Committee, so therefore also welcome individuals

with experience of Higher Education in Further Education, and/or alternative providers.

The role

11. The Committee meets two or three times a year, to enable the Committee to advise Council appropriately on changes under the 2015 Act.
12. In applying for this appointment, you have confirmed that you are able to allocate sufficient time to prepare for and attend QAC meetings and fulfil any other expectations of your role, eg to become fully informed about the HE (Wales) Act 2015 and associated developments.

Terms of Appointment

13. The appointment will be for an initial term of up to three years unless terminated earlier by either party, with the possibility of re-appointment for a further term.
14. **You should not be employed by or sit on the governing body of any current provider of higher education in Wales.** Applicants will not normally be appointed unless there has been a gap of at least three years since they were last employed by a higher education provider in Wales.
15. The appointed Member will not be able to undertake QAA reviews of Welsh institutions. Any member of the Committee who is appointed to a governing body, management or academic post at a higher education provider in Wales during their period of service on QAC will be required to retire from the Committee.
16. QAC Members receive no remuneration. However, HEFCW will reimburse you for all reasonable and properly documented expenses you incur in the performance of your duties, in accordance with our travel and subsistence procedures.
17. You have an obligation to declare all relevant interests to HEFCW annually, and to update your declaration whenever there is a material change.
18. We expect you to carry out your role to the highest standards of conduct. The standards which you should apply are described in the seven principles of public life (the Nolan principles).

The Appointment Process

19. The appointment will be agreed by HEFCW's Appointments Committee.
20. Please submit your application in the form of your CV and covering letter demonstrating the relevance of the application to the post. This includes detailing your experience in overseeing/managing quality assurance and enhancement.

21. You must confirm, where applicable, that you have the support of your institution or organisation to undertake this role.
22. Applications should be submitted electronically to Dr Cliona O'Neill (cliona.oneill@hefcw.ac.uk), to arrive no later than 20 April 2018.
23. In line with data protection legislation, details of unsuccessful applicants, including CVs, will be retained for no longer than is necessary for the purposes of processing this application. Your written consent will be sought if HEFCW wishes to retain your details for future applications.