



UNIVERSITY OF
LINCOLN

UNIVERSITY OF LINCOLN JOB DESCRIPTION

JOB TITLE	International Programme Manager in Maritime Studies				
DEPARTMENT	Project Selborne				
LOCATION	Maritime Studies Centre, Britannia Royal Naval College, Dartmouth				
JOB NUMBER	SL025	GRADE	8	DATE	April 2026
REPORTS TO	Director of Academic Studies				

CONTEXT

The University of Lincoln is the higher education partner in Team Fisher which is a partnership responsible for delivering modern training and education to the Royal Navy through Project Selborne.

A key part of this remit is the Maritime Studies Centre at Britannia Royal Naval College (BRNC) Dartmouth which is home to the training and education of Royal Navy and international officers, from their first day as an officer cadet to subsequent professional development. The Royal Navy's aim is to inculcate officers in the leadership, professional skills, and academic education so that they can adapt and succeed in their careers. The role of the Maritime Studies Centre is to undertake a large part of the academic education components and to award degrees where appropriate to officer cadets.

Reporting to the Director of Academic Studies, the International Programme Manager is responsible for a new BSc (Honours) in Maritime Studies to be delivered to up to 20 International Naval Officers each year from January 2028. The appointment will be made at Senior Lecturer Level.

The role will lead the development and validation of this 28 month long Honours programme against the endorsed programme and module structures in time for Jan 28 with the support of the Selborne Project team and Maritime Studies Centre academic colleagues. The role will be responsible for Programme Managing the delivery and effectiveness of the programme and associated student support which will be undertaken with the support of academic colleagues for different modules and Royal Navy International Development Team (IDT) staff. The Programme Manager will also be expected to teach on and / or lead modules of the programme depending on their area of expertise.

The University is seeking to appoint an academic leader who is able to work with colleagues to develop and deliver a strategically important Honours programme for international naval officers on behalf of Team Fisher and the Royal Navy. You will have some experience in change and HE project / programme management. You will have strong communication and management skills, and emotional intelligence, be able to work collaboratively with colleagues, key stakeholders and different cultures. You will have subject matter expertise in one or more of the taught disciplines with an emphasis on their application for maritime operations: Meteorology and Ocean Sciences; Marine Science; Marine Technology; Navigation; Mathematics; International Affairs; and Maritime Strategy.

You will have a PhD in a relevant discipline. A Post-graduate qualification or equivalent in Higher Education or Teaching and Learning is desirable and if not possessed you will be supported in achieving Higher Education Association (HEA) status.

Please note that due to the department being based on an MOD site, the successful candidate will have to obtain a UK Security Clearance. The minimum residence time in the UK to obtain such a clearance is usually 5 years.

JOB PURPOSE

General

Lead the development and validation of the new International BSc (Honours) in Maritime Studies.

Act as Programme Lead for the delivery of the BSc to cohorts of up to 20 international naval cadets starting January 2028 and annually thereafter.

Attend appropriate Selborne project, leadership, planning and quality meetings in support of this role and as a senior member of the Maritime Studies Centre academic staff.

Act as module lead, and teach content in, at least one subject area of the BSc.

Teach on other programmes and courses where appropriate.

Coordinate and undertake personal tutoring and academic support for the International Student cohorts.

Quality assure and continuously improve the BSc in response to module feedback, working with the UoL Selborne Quality Lead.

Act as the main interface for the University with the Royal Navy's International Development Team (IDT) and support the Director of Academic Studies on UoL's contribution to supporting overseas students.

Conduct and publish research and / or conduct professional practice based projects in support of Selborne and the Maritime Studies Centre.

Specific to this post upon appointment:

To work closely with the multi-disciplinary Project Team to achieve Project Selborne outcomes

To work closely with Maritime Studies Centre academic colleagues at BRNC Dartmouth.

To work closely with wider Team Fisher and IDT staff.

To exhibit University and Team Fisher values.

KEY RESPONSIBILITIES

The responsibilities of a Senior Lecturer are wide ranging and may change over time according to the development needs of the department and the individual. The key roles and responsibilities are outlined below.

Programme Development

- Lead the development and validation of the new International BSc (Hons) in Maritime Studies, reporting via the Director of Academic Studies to Director Selborne.
- Lead and / or contribute to the relevant programme governance and structures in order to achieve this aim.
- Work with the UoL Selborne Project Team and academic colleagues to achieve this aim.
- Supported by the Selborne Quality Lead, work with the University's quality and governance procedures to achieve programme validation in line with contractual requirements.
- Exhibit the necessary collaboration, management and academic skills to develop a new programme based on existing programmes and products.
- Develop modules content in areas of relevant expertise.
- Be prepared to develop a programme which is modern and balances varied delivery styles and approaches.

Programme Leadership and Teaching Delivery

- Act as the standing Programme Lead for the International BSc.
- Represent the interests of the BSc at the UoL Selborne Planning and Programme Groups and associated governance meetings.
- Coordinate with academic colleagues, UoL Project Team members and Team Fisher Planning staff to ensure the effective delivery of the BSc.
- Ensure the completion and action of Module Feedback and other student satisfaction mechanisms in support of quality improvement and associated performance reporting.
- Engage in teaching on relevant modules on the BSc and, where appropriate, on other programmes and courses and undertake module leadership as appropriate.
- Work in accordance with University policies and procedures to undertake assessment of students' work and give feedback and contribute to associated Subject and Exam Boards.
- Maintain a critical focus on the quality of teaching and the currency of material, ensuring a high quality student / trainee experience.
- Oversee timely and appropriate content management on Defence Learning Environment and the exploitation of other Team Fisher TEL capabilities and priorities in support of Active Learning.

- Coordinate and undertake Personal Tutoring for international students.
- Engage with the BRNC and University Libraries to ensure all physical and online reading list content is up to date.

Scholarly Activity and Professional Practice

- Conduct and publish research and / or professional practice development as appropriate including staff professional development sessions supporting University and / or Selborne goals
- Supervise and manage projects and undertake educational change management

Liaison and Networking

- Maintain appropriate knowledge, awareness and links with the relevant University of Lincoln Colleges and Departments, and associated quality control processes.
- Participate in academic activities with the Royal Navy, Team Fisher and other external partners.
- Maintain and develop links with relevant professional bodies and academic groups.
- Represent Project Selborne on appropriate external bodies.
- Take part in relevant internal boards, committees and working groups at Project or University level as required.
- Liaise with subject librarians, timetabling, Team Fisher, Royal Navy and other services to ensure resources available are appropriately deployed

Team Working

- Act as a Senior Lecturer and senior team member, leading modules / programmes and co-ordinating the work of others to identify and respond to student needs.
- May be expected to supervise the work of others and/or participate in peer observation of teaching.
- Look for opportunities to promote inter-disciplinary practice and research.
- Contribute to Maritime Studies Centre development work.
- Fully participate in Team Fisher activities and events.

Student Support

- Coordinate all personal tutoring for international students.
- Act as academic tutor to students and act as first line contact for them for advice and support on academic matters, ensuring that students are directed to relevant support services when necessary.

- Undertake personal tutoring to assigned undergraduate students.
- Supervise student projects and placements as appropriate

Citizenship

- Exhibit the Team Fisher core collaborative partnership values of Trust, Openness and Ownership.
- Where appropriate, participation in committees/groups contributing to the functions of the University, Team Fisher, BRNC Dartmouth and the Maritime Studies Centre.
- Engage in appropriate training programmes in the University, actively follow and promote University policies and participation in the staff appraisal scheme
- Where appropriate help contribute towards the University's 'civic' mission and participate in wider community activity and establishment events at Britannia Royal Naval College, Dartmouth.

In addition to the above, undertake such duties as may reasonably be requested and that are commensurate with the nature and grade of the post.

ADDITIONAL INFORMATION

Key Outcomes and Requirements

- Exhibit the University of Lincoln and Team Fisher core values.
- Apply collaboration, planning and team working skills to achieve effective outcomes.
- Enable high quality student / trainee outcomes and effective performance.
- The role holder must be able to work with multiple stakeholders to lead the development and delivery of a key strategic degree programme.
- This role requires the ability to work in a confidential environment, the role-holder must obtain SC or higher clearance level.
- Travel may be required including between Royal Navy and University sites and for field trips.

Key working relationships/networks

Internal	External
• Director Selborne • Director of Academic Studies • Operations Manager • Programme / Module Leads • Selborne Quality Lead • Selborne Project Team • University Office for Quality, S and Programmes (OQSP) • College of Health and Science (CoHS) • Centre Academic staff • UoL Academic Boards • UoL Validation Panels	• Captain BRNC • Regional Manager South West • Team Fisher Planning Team • Training Management Group (TMG) • International Development Team (IDT) • Team Fisher English Language Team • External Examiners • Alumni



UNIVERSITY OF
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UNIVERSITY OF LINCOLN PERSON SPECIFICATION

JOB TITLE	International Programme Manager	JOB NUMBER	SL025
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Selection Criteria	Essential (E) or Desirable (D)	Where Evidenced Application (A) Interview (I) Presentation (P) References (R)
Qualifications:		
Relevant honours degree	E	A
Relevant Masters degree or equivalent	E	A
PhD in relevant discipline or equivalent demonstrated through professional practice record of achievement	E	A
HE teaching qualification (HE PGCE or HEA fellowship) OR a commitment to complete one	D	A
Experience:		
Relevant teaching in Higher Education OR relevant professional experience	E	A/I
Programme management experience	E	A/I
Curriculum development experience	E	A/I
Project Management experience	D	A/I
Experience in student mentoring and support	D	A/I
Effective use of digital learning management systems	E	A/I
Innovation of teaching and learning methods	D	A
Interdisciplinary work relevant to the Department	D	A
Undertaking subject, professional and pedagogy research to support teaching activities	E	A
Conducting individual or collaborative scholarly or professional practice based projects	E	A
Skills and Knowledge:		
Depth and breadth of subject(s) understanding	E	A / I
Project / programme management expertise	E	A/I
Evidence of continuing professional development	E	I
Ability to teach and assess across the range of taught levels offered	E	A/I
Ability to contribute to curriculum development	E	A/I
Ability to support students in their study through academic counselling	E	A/I
Ability to supervise student projects, field trips and placements	E	A/I
Ability to work on own initiative	E	A/I
Excellent written and verbal communication skills	E	A/I
Knowledge of Higher Education	E	A/I
Knowledge of Defence and/or maritime environments	D	A/I

Competencies and Personal Attributes:		
Collaboration and team working skills	E	A/I
Communication skills	E	A/I
Cultural awareness	E	I
Flexibility and adaptability	E	I
Business Requirements		
Willingness to travel, whether between campuses or elsewhere, on the University's business	E	A/I
SC level clearance will be required prior to appointment, these will be obtained as part of the clearances process	E	A/I
Availability to work, as exigencies require, outside normal office hours	E	A/I

Essential Requirements are those, without which, a candidate would not be able to do the job. **Desirable Requirements** are those which would be useful for the post holder to possess and will be considered when more than one applicant meets the essential requirements.

Author	AB	SPBP	SL
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