

1 Advertisement

Post Title: Lecturer in Medical Education

School/department: Brighton & Sussex Medical School, Department of Medical Education

Hours: Part-time hours considered up to a maximum of 0.6 FTE. Requests for flexible working options will be considered (subject to business need).

Location: Brighton, United Kingdom

Contract: Permanent

Reference: 21050

Salary: Lecturer B starting at £45,585 to £54,395 per annum, pro rata if part-time.

Placed on: 28 August 2023.

Closing date: Applications must be received by midnight of the closing date.

Expected Interview date: To be confirmed.

Expected start date: September 2023

An exciting opportunity to join the Postgraduate Medical Department of a very successful 'young' medical school with a strong record in facilitating clinical practitioners to engage with the education of medical students as a focus. BSMS prides itself in its clinical teaching and takes education as a 'social science' very seriously.

The role will support the development of clinical teachers, both regionally in the UK and internationally, and will include facilitation of Masters level postgraduate clinical students doing their PG Cert in Medical Education, as well as others pursuing a PG Dip and/or MSc in Clinical Education. Undergraduate students doing an Intercolated MSc in Medical Education are also a student cohort who will need support from the successful applicant.

There will also be the opportunity to develop a new 'Dental Education' module / course, so, whilst not essential, an interest in Dental Education and also innovation in teaching would be helpful.

The post is part time (up to 0.6 WTE) and support for further academic development of the successful candidate will be supported.

A postgraduate Masters degree or equivalent is preferable, since the ability to assess M level assignments and supervision of Masters students would be ideal.

Please contact Dr Jim Price for informal enquiries: jim.price@bsms.ac.uk.

The University is committed to equality and valuing diversity, and applications are particularly welcomed from women and black and minority ethnic candidates, who are under-represented in academic posts in Science, Technology, Engineering, Medicine and Mathematics (STEMM) at Sussex.

For full details and how to apply see: www.brighton.ac.uk/jobs www.bsms.ac.uk

The University of Sussex values the diversity of its staff and students and we welcome applicants from all backgrounds.

2. The School / Division

Please find further information regarding the school/division www.bsms.ac.uk

3. Job Description

Job Description for the post of: Lecturer in Medical Education

Department: Department of Medical Education

Section/Unit/School: Brighton & Sussex Medical School

Location: Falmer Campus

Grade: 8

Responsible to: Head of Department

Responsible for: NA

CORE JOB DESCRIPTION

Job Title: Lecturer in Medical Education

Grade: Lecturer B (Education focused), Grade 8

School: Brighton & Sussex Medical School, Dept of Medical Education

Location: Falmer Campus

Responsible to: Head of School

Direct reports: Course Director

Key contacts: Students, other members of Faculty within the School and University, School Officers, academics in the field in other institutions.

Role Description

Lecturer B is a career-grade teaching position. Post-holders will be expected to take full responsibility for the design, management and delivery of their own teaching. They will also be expected to provide support and guidance to less experienced members of staff.

PRINCIPAL ACCOUNTABILITIES

1. To design and deliver high-quality teaching programmes that are attractive to students.
2. To contribute fully to the School and University by playing a significant role in working groups, committees, and other School and University activities.

KEY RESPONSIBILITIES

1. Teaching & Student Support

- 1.1 Engage in the planning, delivery and assessment of innovative high-quality postgraduate teaching, in liaison with the relevant programme and course convenors.
- 1.2 Identify, design, develop and manage new curriculum proposals that are attractive to students.
- 1.3 Develop high-quality inclusive teaching materials, methods and approaches, take responsibility for their quality, and ensure that they meet defined learning objectives.
- 1.4 Ensure that teaching materials remain up-to-date and relevant, incorporating advances in the subject area into the course of study, and utilising appropriate technology.
- 1.5 Set, mark, and assess coursework and examinations; select appropriate assessment instruments and assessment criteria, and provide constructive and comprehensive feedback to students.
- 1.6 Undertake continuous professional development to maintain an understanding of appropriate pedagogy in the subject area.
- 1.7 Supervise the work of taught postgraduate students and undergraduate students undertaking their Individual Research Project (IRP) in year 4, providing advice on study skills. In addition, supervision of intercalating medical students pursuing the iMSc in Medical Education may be required.
- 1.8 Contribute to the accreditation of courses and quality-control processes.
- 1.9 Undertake and complete administrative duties required in the professional delivery of teaching.
- 1.10 Undertake academic advising duties, and provide first-line support for sensitive issues, referring on as appropriate to services providing further assistance.
- 1.11 Adopt an approachable and accessible attitude towards students, offering office hours, informal advice etc.
- 1.12 Supervise the work of others, and co-ordinate work to ensure modules are delivered to the required standards.

2. Scholarship & Enterprise

- 2.1 Make presentations at conferences, or exhibit work in other appropriate events, and identify ways to disseminate results of scholarly activity informally via the internet, the media, and other forms of public engagement.
- 2.2 Identify sources of funding and secure or contribute to the process of securing bids.
- 2.3 Identify and secure opportunities for enterprise activity, knowledge exchange income and/or consultancy.

- 2.4 Actively build internal and external contacts, and play a key role in internal networks and relevant external networks in order to, for example, identify sources of funding, secure student placements, and build relationships for future activities.
- 2.5 Supervise Masters level students as part of a supervision team.
- 2.6 Contribute to a relevant national professional body or recognised events.
- 2.7 Continually update knowledge and understanding in field or specialism, and engage in continuous professional development.
- 2.8 Engage in subject, professional and pedagogic research as required to support education activities
- 2.9 Extend, transform and apply knowledge acquired from scholarship to education and appropriate external activities
- 2.10 Conduct individual or collaborative scholarly projects
- 2.11 Develop and produce learning materials and disseminate the results of scholarly activity

3. Contribution to School & University

- 3.1 Attend and contribute to School meetings.
- 3.2 Engage in activities beyond day-to-day teaching duties, for example Admissions Days.
- 3.3 Assist with undergraduate and postgraduate recruitment.
- 3.4 Undertake an administrative or organisational role within the School e.g. Library Representative, Year Tutor or personal academic tutoring.
- 3.5 Play a key role in School or University working groups or committees, as required.
- 3.6 Advise and provide support to less experienced colleagues.
- 3.7 Conduct risk assessments, and take responsibility for the health and safety of others, if required.
- 3.8 Undertake additional administrative duties, such as time-tabling, examinations, assessment of progress and student attendance, as required by the Head of Department.

4. Role-specific duties

- 4.1 Active involvement in facilitation and assessment on the PG Cert in Medical Education
- 4.2 Input into curriculum development of existing Masters level courses.
- 4.3 To plan and introduce a new Masters module aimed at Dental Practitioners

This Job Description sets out current duties of the post that may vary from time to time without changing the general character of the post or level of responsibility entailed.

INDICATIVE PERFORMANCE CRITERIA

1. A record of development of new modules/groups of modules, course or significant components of schemes of study or CPD courses.
2. Proven and sustained track record of successful teaching at the levels appropriate for the post.
3. A high standard of teaching performance as judged by standard evaluation methods.
4. Evidence of using feedback information from a range of sources to improve the student experience.
5. Evidence of using knowledge arising from research and scholarship to enhance teaching and curriculum development.
6. Evidence of engagement in advising students and proactively responding to student problems.
7. Evidence of contributions to a relevant national professional body or recognised event.
8. Evidence of identifying and employing current pedagogic best practice to improve the student experience.
9. Involvement in the creation, transfer and use of results of research through a range of knowledge exchange activities.

PERSON SPECIFICATION

ESSENTIAL CRITERIA

1. Normally educated to Masters level, or other equivalent qualification, or appropriate level of experience, as appropriate to the discipline (see role-specific criteria below).
2. Excellent interpersonal skills, with the ability to engage with students using a variety of different methods.
3. Experience of teaching at undergraduate and taught postgraduate level.
4. Evidence of significant independent contribution to the design and execution of research.
5. Excellent presentation skills, with the ability to communicate effectively, both orally and in writing, with students, colleagues and external audiences.
6. Ability to work individually on own initiative and without close supervision, and as part of a team.
7. Ability to exercise a degree of innovation and creative problem-solving.
8. Excellent organisational and administrative skills.
9. Ability to prioritise and meet deadlines.
10. A willingness to participate in support activities beyond normal classroom duties.
11. Excellent IT skills, with the ability to produce high-quality learning support materials.

ESSENTIAL ROLE-SPECIFIC CRITERIA

1. Demonstrable commitment to medical and/or clinical education.
2. Normally educated to Masters level (7).

DESIRABLE CRITERIA

1. Medically &/or Dentally qualified and in good standing.
2. Experience of successful curriculum design or re-design.
3. A recognised higher education teaching qualification.
4. Experience of supervising postgraduate research students.
5. Membership of professional body, if appropriate.
6. Emerging record of developing an education portfolio with some focus on scholarship