1 Advertisement

Post Title: Senior Lecturer – Physician Associate Course Lead
School/department: Brighton and Sussex Medical School
Hours: full time or part time hours considered up to a maximum of 1.0 FTE. Requests for flexible working options will be considered (subject to business need).
Contract: Permanent
Reference: 2006
Salary: starting at £51,034 and rising to £66,537 per annum, pro rata
Placed on: 30 August 2019
Closing date: 2 October 2019. Applications must be received by midnight of the closing date.
Expected Interview date: TBC
Expected start date: as soon as possible

We are seeking to appoint a Senior Lecturer in Medical Education to support the delivery of the very successful Masters in Physician Associate Studies.

The successful candidate will work closely with the course principal for the Masters, and will be responsible for contributing to the development, delivery of teaching and learning content of modules. They will lead modules, supervise dissertations, set mark and moderate course/exam assessments. They will undertake recruitment and related activities and will work with the course principal and the Head of Department to provide advice and support on course development.

The successful applicant will also work closely with colleagues at the Medical School, Higher Education Institutions in Kent, Surrey and Sussex, Health Education England Kent- Surrey and Sussex (HEKSS) and local NHS partners. The post will be based at Brighton and Sussex Medical School at the University of Brighton campus, Falmer.

The post holder will develop a national PA portfolio, becoming a national examiner and attending the National PA Board.

The role requires excellent organisational, communication and team working skills. In addition to the university academic community, you will develop and support partnerships with the wider health community.

The post holder will hold a doctoral qualification, or a professional equivalent, and will have an excellent knowledge and understanding of the role of Physician’s Associates. Experience of teaching and supervision in higher education is desirable.

For full details and how to apply see:
We are committed to equality of opportunity.

The Universities of Brighton and Sussex are 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, mathematics, medicine and engineering at the universities.

2. Brighton and Sussex Medical School and partners

Brighton and Sussex Medical School is an equal partnership between the Universities of Sussex and Brighton together with NHS organisations throughout the South East region. Find out more at: bsms.ac.uk/about

The Department of Medical Education

The MScs in Physician’s Associate Studies comes under the portfolio of programmes delivered by the Department of Medical Education at the Falmer Campus. The department delivers 17 postgraduate programmes to suit all healthcare professions, and is led by Professor Gordon Ferns.

Teaching and clinical experience is spread across three terms in the PA programme, from September to July with 45 weeks per year of contact time, and the programme runs over 2 years.

The University of Sussex is a leading research-intensive university near Brighton, currently ranked top 20 in all major league tables. Find out more: http://www.sussex.ac.uk/about/

The University of Brighton is a complex and diverse institution with a long and distinguished history of applied research. Find out more: brighton.ac.uk/about-us/

Brighton and Sussex University Hospitals Trust is the regional teaching hospital working across two sites: the Royal Sussex County Hospital in Brighton and the Princess Royal Hospital in Haywards Heath. Find out more: bsu.h.nhs.uk/about-us/

Sussex Partnership NHS Foundation Trust specialises in working with people who are experiencing mental health difficulties and those with learning disabilities, across Sussex, Kent and Hampshire. Find out more: sussexpartnership.nhs.uk/about-us

3. Job Description
Job Description for the post of: Senior Lecturer – Physician Associate Course Lead

Department                  Medical Education
Section / Unit / School     Brighton & Sussex Medical School
Location                   Watson Building, Falmer Campus
Grade                      Senior Lecturer
Responsible to             Gordon Ferns
Responsible for            Teaching Fellows – Physician Associate Programme

4. Job Description

PRINCIPAL ACCOUNTABILITIES

1. To design and deliver high-quality teaching courses for the Physician Associate programme within DME 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 undergraduate and 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 Sound understanding of issues in online and / or blended learning, and current research in clinical and medical education

1.6 Set, mark, and assess coursework and examinations; select appropriate assessment instruments and assessment criteria, and provide constructive and comprehensive feedback to students.
1.7 Undertake continuous professional development to maintain an understanding of appropriate pedagogy in the subject area.

1.8 Supervise the work of undergraduate and taught postgraduate students, providing advice on study skills. Demonstrate a commitment to a holistic approach to enhancing the student experience.

1.9 Contribute to the accreditation of courses and quality-control processes.

1.10 Undertake and complete administrative duties required in the professional delivery of teaching.

1.11 Undertake academic advising duties, and provide first-line support for sensitive issues, referring on as appropriate to services providing further assistance.

1.12 Adopt an approachable and accessible attitude towards students, offering office hours, informal advice etc.

1.13 Supervise student projects, fieldtrips and, where appropriate, placements.

1.14 Supervise and co-ordinate work to ensure modules are delivered to the required standards.

2. Scholarship & Enterprise

2.1 Actively build internal and external contacts and networks to, for example, secure student placements, and build relationships for future activities.

2.2 Contribute to a relevant national professional body or recognised pedagogic events.

2.3 Continually update knowledge and understanding in field or specialism, and engage in continuous professional development.

3. Contribution to School & University

3.1 Assist with postgraduate recruitment.

3.2 Responsible for administrative duties such as admissions days, time-tableing, examinations, assessment of progress and student attendance, as directed by the course principal and Head of Department.

3.3 Undertake an administrative or organisational role within the School E.g. Library Representative, Year Tutor or personal academic tutoring.

3.4 Play a key role in School or University working groups or committees, as required.
3.5 Advise and provide support to less experienced colleagues.

3.6 Conduct risk assessments and take responsibility for the health and safety of others, if required.

3.7 Undertake additional administrative duties, as required by the Head of School.

4. Role-specific duties

4.1 Work closely with the MSc Physician Associate Studies Course Principal to support and deliver the course and to lead the team responsible for the ongoing development of the MSc.

4.2 Undertake recruitment to the MSc in Physician Associate Studies and related activities.

4.3 Active marketing for/ recruitment of students; complemented by the development of effective pastoral care throughout their 2 year course.

4.4 Lead, develop, plan and deliver teaching and learning content for the MSc in Physician’s Associate Studies.

4.5 Supervise and mark MSc in Physician Associate Studies dissertations.

4.6 Set, mark and moderate course assessments/exams, working closely with the undergraduate lead for assessment.

4.7 Undertake tutorials and act as a personal academic tutor for MSc Physician Associate Studies students.

4.8 Contribute to ensure appropriate evaluation and quality assurance processes are completed.

4.9 Undertake other duties as agreed with the Course Principal and Head of Department.

4.10 To work with the Course Principal and colleagues in the region to develop the curriculum using best practice nationally.

4.11 To work closely with the Undergraduate Course leads to ensure no conflicts of interest.

4.12 To lead the timely accreditation of the programme at BSMS when this becomes necessary.
4.13 To work with the Course Principal, local NHS Trusts and GP practices to ensure clinical placements are confirmed and are of the highest quality

4.14 Establishing and sustaining relationships with clinical practice areas in order to ensure good levels of student support, effective communication systems and mentorship/clinical update

4.15 Continued scholarship to promote personal and professional development, knowledge transfer and research activity according to the level of appointment.

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

- Proven and sustained track record of successful teaching at the levels appropriate for the post.

- A high standard of teaching performance as judged by standard evaluation methods.

- Evidence of using feedback information from a range of sources to improve the student experience.

- Evidence of using knowledge arising from scholarship to enhance teaching and curriculum development.

- Evidence of engagement in advising students and proactively responding to student problems.

- Evidence of contributions to a relevant national professional body or recognised event.

- Evidence of identifying and employing current pedagogic best practice to improve the student experience.

- Evidence of a capacity to contribute creatively and constructively to School management.

- Evidence of successful management of less experienced and/or professional services staff where such opportunities exist.

5. Person Specification

ESSENTIAL CRITERIA
5.1 Normally educated to doctoral level, or other equivalent qualification, or appropriate level of experience, as appropriate to the discipline (see role-specific criteria below).

5.2 Excellent interpersonal skills, with the ability to engage with students using a variety of different methods.

5.3 Experience of teaching at undergraduate and taught postgraduate level, or experience of equivalent professional training.

5.4 Excellent presentation skills, with the ability to communicate effectively, both orally and in writing, with students, colleagues and external audiences.

5.5 Ability to work individually on own initiative and without close supervision, and as part of a team.

5.6 Proven experience of innovation and creative problem-solving.

5.7 Excellent organisational and administrative skills.

5.8 Ability to prioritise and meet deadlines.

5.9 A willingness to participate in support activities beyond normal classroom duties.

5.10 Excellent IT skills, with the ability to produce high-quality learning support materials.

5.11 Leadership and people management skills.

ESSENTIAL ROLE-SPECIFIC CRITERIA

1. A Master's Degree in a relevant subject.

2. Experience of teaching and assessment of learning at a master's level.

3. Experience of research and supervision, particularly at postgraduate dissertation level in higher education, or other relevant settings.

4. Membership of professional body/on professional register, if appropriate to background.

5. An excellent team player and flexibility when required.

DESIRABLE CRITERIA

1. Competence in dealing with complex operational issues

2. Ability to learn quickly, to absorb detail without being overwhelmed.
3. A recognised higher education teaching qualification
4. Membership of a professional body, if appropriate.
5. Proven track record in project management
6. Leadership and team-working, especially in the context of the partnership that has been forged between both Universities and with the NHS
7. Knowledge of University policies and procedures
8. Knowledge of successful viable and sustainable academic portfolio development.
9. Involvement with development of a business plan within an HEI
10. Involvement with academic portfolio development
11. Relevant professional qualification e.g. Physician Associate MSc/PGDip or medical degree, or a Higher Degree in biomedical discipline.
12. Diplomacy; tact; team-player; capacity to listen; consult and make independent decisions.

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 and engineering at Sussex.