



1 Advertisement

Post Title: Lecturer in Anatomy / Senior Lecturer in Anatomy

School/department: BSMS

Hours: 1.0 FTE -Requests for flexible working options will be considered (subject to business need).

Due to teaching delivery of Anatomy being In-person and during core university hours, applications that do not enable this delivery cannot be considered.

Location: Brighton, United Kingdom

Contract: Permanent

Reference: 20954

Salary: Lecturer A £37,099 to £44,263, Lecturer B £45,585 to £54,395, Senior Lecturer £56,021 to £64,914 per annum, pro rata if part time

Placed on: 25 August 2023

Closing date: 22 September 2023. Applications must be received by midnight of the closing date.

Expected interview date: To be confirmed

Expected start date: Oct/Nov/Dec 2023

- Applications are invited to join the Anatomy team at Brighton and Sussex Medical School. The individual will be joining an award winning team that teach 3,000 students a year and deliver outstanding anatomy education to a range of programmes including, allied-health, medicine and higher surgical training.
- Applicants should have experience in the teaching of Anatomy and of curriculum leadership. The successful applicant will be student focused and required to contribute to any area of teaching within the dissecting room and applied anatomy with ultrasound sessions and in the setting and marking of assessment.
- In addition, they will be required to teach on a range of undergraduate and postgraduate courses with a requirement to participate in generation of student course material including the production of prosections.

Please contact Head of Anatomy Catherine Hennessy C.Hennessy@bsms.ac.uk for informal enquiries.

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 our [vacancies page](#)

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

The University requires that work undertaken for the University is performed from the UK.

2. The School / Division

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

3. Job Description

Job Description for the post of: Lecturer / Senior Lecturer in Anatomy

Department: Department of Medical Education

Section/Unit/School: BSMS

Location: Medical School Teaching Building

Grade: 7/8/9

Responsible to: Head of Anatomy or delegated line manager

Responsible for: Anatomy team depending on position.

A - Job Description Grade 7 Lecturer A in Anatomy

1. Teaching & Student Support

- 1.1 Contribute to the planning, delivery and assessment of high-quality undergraduate and postgraduate teaching, in liaison with the relevant programme and course convenors.
- 1.2 Contribute to the development, design and management of courses and new curriculum proposals that are attractive to students.
- 1.3 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.
- 1.4 Set, mark, and assess coursework and examinations; select appropriate assessment instruments and assessment criteria; and provide constructive and comprehensive feedback to students.
- 1.5 Develop and maintain an understating of appropriate pedagogy in the subject area and respond to challenges.
- 1.6 Undertake and complete administrative duties required in the professional delivery of teaching.
- 1.7 Make a significant contribution to the accreditation of courses and quality-control processes.
- 1.8 Undertake academic advising duties, and provide first-line support for sensitive issues, referring on as appropriate to services providing further assistance.
- 1.9 Adopt an approachable and accessible attitude towards students, offering office hours, informal advice etc.
- 1.10 Transfer knowledge in the form of practical skills, methods and techniques.
- 1.11 Supervise the work of students, provide advice on study skills and help them with learning

problems.

2. Scholarship & Enterprise

- 2.1 Continually update knowledge and understanding in field of specialism, and engage in continuous professional development.
- 2.2 Engage in subject, professional and pedagogic research as required to support education activities.
- 2.3 Extend, transform and apply knowledge acquired from scholarship to education and appropriate external activities.
- 2.4 Conduct individual or collaborative scholarly projects.
- 2.5 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 additional administrative duties, as required by the Head of School.
- 3.5 Participate in School or University working groups or committees, as required.

4. Role-specific duties

- 4.1 In the role of Persons Designate to undertake Human Tissue Authority responsibilities in a proactive and reactive nature as required.
- 4.2 To undertake the making of prosecutions to support teaching.

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.
- Evidence of skill in assessment and feedback techniques, and using a range of methods for evaluating the effectiveness of teaching.
- Demonstrable contribution to the planning and development of courses.
- Delivering a teaching load in line with School expectations.
- Evidence of applying knowledge arising from scholarship to enhance teaching practice.
- Evidence of engagement in advising students and proactively responding to problems experienced by students.
- Completion, within a reasonable period of time, of a recognised higher education teaching qualification.
- Efficient and effective contribution to academic support duties within the School or the University

5. Person Specification

ESSENTIAL CRITERIA

1. Experience of the Human Tissue Authority or relevant authority for Health and Safety regulations surrounding use of cadavers in anatomy education
2. Normally educated to doctoral level, or other equivalent qualification, or appropriate level

- of experience, as appropriate to the discipline (see role-specific criteria below).
3. Excellent interpersonal skills, with the ability to engage with students using a variety of teaching methods.
 4. Experience of teaching or delivering professional training.
 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 student support activities beyond required teaching duties.
 11. Excellent IT skills, with the ability to produce high-quality, inclusive learning materials.
 12. Experience in teaching anatomy to undergraduate students in higher education
 13. Experience of innovative delivery of learning technologies.
 14. Satisfactory Disclosure and Barring Service check.

B - Job Description Grade 8 Lecturer B in Anatomy

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 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 undergraduate and taught postgraduate students, providing advice on study skills.
- 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 student projects, fieldtrips and, where appropriate, placements.
- 1.13 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 doctoral 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 School.

4. Role-specific duties

- 4.1 To attend meeting representing the Anatomy Department.
- 4.2 In the role of Person Designate to undertake Human Tissue Authority responsibilities in a proactive and reactive nature as required.
- 4.3 To undertake line management responsibilities as required.
- 4.4 To step in and action financial requests as required for the anatomy laboratory.
- 4.5 To work with all members of the anatomy team offering guidance, support and problem solving any areas of difficulty.
- 4.6 To encourage team working and the development of new initiatives with anatomy teaching.

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. Doctoral supervision.
10. Involvement in the creation, transfer and use of results of research through a range of knowledge exchange activities.
11. Success in transferring research results into commercial, professional, public sector or other practical use.

4. Person Specification

ESSENTIAL CRITERIA

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).
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. Experience in teaching anatomy to undergraduate students.
2. Experience in course development and curriculum design within medicine.
3. Experience of Human Tissue Authority and Health and Safety regulations surrounding the use of cadavers in anatomy education.
4. Satisfactory Disclosure and Barring Service check.

DESIRABLE CRITERIA

1. Experience of successful curriculum design or re-design.
2. A recognised higher education teaching qualification.
3. Experience of supervising postgraduate research students
4. Membership of professional body e.g. Anatomical Society.
5. Emerging record of developing an education portfolio with some focus on scholarship.

C- Senior Lecturer in Anatomy Grade 9

PRINCIPAL ACCOUNTABILITIES

1. To provide academic leadership in the design and delivery of high-quality teaching programmes.
2. To support the management activities of the School and University, and undertake a key role in School or University working groups or committees, as required.

KEY RESPONSIBILITIES

Working with the Head of Anatomy, the Deputy will be responsible for ensuring smooth running of the Anatomy Laboratory. This includes: the acquisition and disposal of human cadavers, direction of demonstrators, ensuring compliance with HTA and H&S and that all teaching sessions are delivered at the highest possible experience. In addition, the Deputy will undertake the following roles.

1. Teaching & Student Support

- 1.1 Lead the innovative design, development and delivery of anatomy teaching to a range of programmes of study at various levels.
- 1.2 Ensure that course design and delivery comply with the University quality standard and regulations, and take responsibility for the quality of programme units.
- 1.3 Regularly review and update course content and teaching materials, ensuring that they remain up-to-date and relevant, incorporating advances in the subject area and utilising appropriate technology.
- 1.4 Set, mark, and assess coursework and examinations; select appropriate assessment instruments and assessment criteria; and provide constructive and comprehensive feedback to students.
- 1.5 Actively maintain an understanding of appropriate pedagogy in the subject area.
- 1.6 Provide academic leadership to those working within programme areas, e.g. as a course leader.
- 1.7 Supervise taught postgraduate students, providing advice on study skills.
- 1.8 Undertake and complete administrative duties required in the professional delivery of teaching.
- 1.9 Undertake academic advising duties, and provide first-line support for sensitive issues, referring on as appropriate to services providing further assistance.
- 1.10 Adopt an approachable and accessible attitude towards students, offering office hours, informal advice etc.
- 1.11 Contribute to the development of teaching and learning strategies and work in conjunction with others to apply subject knowledge to practice.
- 1.12 Provide first line support for colleagues, referring them to sources of further help if required.
- 1.13 Lead and develop external networks, for example by being an external examiners or assessor.
- 1.14 Develop links with external contacts such as other educational bodies, employers and professional bodies to foster collaboration.

2. Scholarship & Enterprise

- 2.1 Contribute to the development of School scholarship strategies and themes.
- 2.2 Identify and develop research objectives and proposals for own or joint pedagogic research and develop ideas for application of research outcomes.
- 2.3 Provide academic leadership to those working within relevant research areas.
- 2.4 Play an influential role in identifying sources of funding and secure and/or contribute to the process of securing bids.
- 2.5 Play a leading role in identifying and securing opportunities for enterprise activity, knowledge

- exchange income and/or consultancy.
- 2.6 Producing high quality pedagogic research outputs that have significant impact in the field for publication or performance/exhibition as appropriate.
 - 2.7 Make presentations at national or international conferences or exhibit work in other appropriate events of a similar standing, and identify ways to disseminate research outputs informally via the internet, the media and other forms of public engagement.
 - 2.8 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.
 - 2.9 Develop links with external contacts such as other educational bodies, businesses, the public sector, and professional bodies to foster collaboration and potentially generate a source of income.
 - 2.10 Provide academic leadership to those working within relevant research or scholarship areas i.e. Education portfolio.
 - 2.11 Play a role in a relevant national professional body or recognised events.
 - 2.12 Continually update knowledge and understanding in field or specialism, and engage in continuous professional development.
 - 2.13 Engage in pedagogic and practitioner research and other scholarly activities.
 - 2.14 Contribute to the development of education strategies.
 - 2.15 Work in conjunction with others to apply subject knowledge to practice.
 - 2.16 Act as a referee and contribute to peer assessment.

3. Contribution to School & University

- 3.1 Attend and contribute to School meetings.
- 3.2 Contribute to the overall management of the School in areas such as budget management and business planning, as required.
- 3.3 Contribute to School-level strategic planning, and University-level strategic planning processes if required.
- 3.4 Engage in activities beyond day-to-day teaching duties, for example Admissions Days.
- 3.5 Assist with undergraduate and postgraduate recruitment.
- 3.6 Chair and/or play a key role in School or University working groups or committees, as required.
- 3.7 Undertake an administrative or organisational role within the School e.g. Library Representative, Year Tutor, Exam Board Chair, or personal/academic tutoring.
- 3.8 Advise and provide support to less experienced colleagues, and conduct Performance and Development Reviews, as required.
- 3.9 Conduct risk assessments and take responsibility for the health and safety of others, if required.
- 3.10 Undertake additional administrative duties, as required by the Head of School.

4. Role-specific duties

- 4.1 To deputise for the Head of Anatomy.
- 4.2 To attend meetings in the Head of Anatomy's absence due to annual leave, sickness or where there is a conflict between departmental, school or University meetings.
- 4.3 In the role of the most senior Persons Designate to undertake Human Tissue Authority responsibilities in a proactive and reactive nature as required.
- 4.4 To undertake line management responsibilities.
- 4.5 To step in and action financial requests as required.
- 4.6 To work with all members of the anatomy team offering guidance, support and problem solving any areas of difficulty.
- 4.7 To encourage team working and the development of new initiatives within anatomy teaching.

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. Evidence of novel or innovative approaches to teaching supervision or assessment, including appropriate uses of technology.
2. Sustained high-quality teaching across both undergraduate and postgraduate portfolios, as evidenced by surveys, questionnaires and peer review.
3. Evidence of the integration of scholarship and professional practice with teaching activities.
4. Significant involvement in knowledge creation and transfer in conjunction with partner organisations in industry, commerce, government or NGOs. This could be in the form of externally funded research, knowledge exchange and/or consultancy.
5. Evidence of external profile, such as membership of professional body, editorial board or similar.
6. Successful prosecution of a major task which facilitates School or organisational unit performance or business.
7. Evidence of a capacity to contribute creatively and constructively to the management of School business.
8. Evidence of successful management of more junior and/or support staff where such opportunities exist.
9. Responsible and effective involvement in the broader arena of the School and/or University including, where appropriate, a role providing support, pastoral care and guidance to students or colleagues.

5. Person Specification

ESSENTIAL CRITERIA

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).
2. Excellent interpersonal skills, with the proven ability to engage with students using a variety of different methods.
3. Significant experience of high-quality teaching at undergraduate and postgraduate level.
4. Track record of significant and high-quality publications in an appropriate media.
5. An emerging international reputation in the field of study.
6. Experience of successful curriculum design or re-design.
7. Significant experience of supervising postgraduate students.
8. Evidence of proactive contribution to School and/or University.
9. Excellent presentation skills, with the proven ability to communicate effectively, both orally and in writing, with students, colleagues and external audiences.
10. Leadership and people management skills.
11. Ability to exercise a high degree of innovation and creative problem-solving.
12. Excellent organisational and administrative skills.
13. Ability to prioritise and meet deadlines.
14. A willingness to participate in support activities beyond normal teaching duties.
15. Excellent IT skills, with the ability to produce high-quality learning support materials.

ESSENTIAL ROLE-SPECIFIC CRITERIA

1. Sustained experience in teaching anatomy to undergraduate students in higher education.
2. Experience in course development and curriculum design within medicine.

3. Experience of innovative delivery of learning technologies.
4. Experience of the Human Tissue Authority and the Health and Safety regulations surrounding the use of cadavers in anatomy education.
5. Satisfactory Disclosure and Barring Service check.

DESIRABLE CRITERIA

1. A recognised higher education teaching qualification.
2. Membership of professional body e.g. Anatomical Society.