



1 Advertisement

Post Title: Lecturer in Medical Education (Research Methods)

School/department: Brighton and Sussex Medical School

Hours: part time considered up to a maximum of 0.3 FTE

Requests for flexible working options will be considered (subject to business need).

Contract: fixed term for 6 months

Reference: 7383

Salary: starting at £34,304 to £40,927 per annum, pro rata

Placed on: 20 December 2021

Closing date: 02 February 2022 Applications must be received by midnight of the closing date.

Expected Interview date: TBC

Expected start date: TBC

The Brighton and Sussex Medical School is recruiting a Lecturer in Medical Education with a view to contribute to the delivery of research methods teaching across all postgraduate programmes. We are specifically seeking an experienced and enthusiastic medical educationalist who is willing to be innovative in their approach to teaching research methods and who can ensure exceptional student experience in a blended learning environment. Duties will include:

- Preparation and delivery of teaching on research methods and critical appraisal
- Supporting students in the planning of their dissertation projects along with other members of the faculty
- Contribution to the dissertation programme, including support for supervisors within BSMS and its partner organisations.

Please contact Ceri Butler c.butler@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.

“Please note that this position may be subject to [ATAS clearance](#) if you require visa sponsorship.”

For full details and how to apply see our [vacancies page](#)

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 at www.bsms.ac.uk

3. Job Description

Job Description for the post of: Lecturer in Medical Education (Research Methods)

Department: Department of Medical Education

Section/Unit/School: Brighton and Sussex Medical School

Location: Falmer Campus

Grade: Lecturer A, Grade 7

Responsible to: Course Lead, MRes (Ceri Butler)

Responsible for: N/A

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

Role Description Lecturer A (Education Focused) is an entry level teaching position. Post-holders will be expected to teach in a developing capacity. Post-holders will be expected to establish an education portfolio (scholarship

PRINCIPAL ACCOUNTABILITIES

1. To deliver and contribute to the design of high-quality teaching programmes to attract students.
2. To contribute fully to the School and University by participating in meetings, working groups, committees and other School and University activities.

KEY RESPONSIBILITIES

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 content, methods of delivery and learning materials will meet the defined learning objectives, including the use of 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 Ensure that teaching materials remain up-to-date and relevant, incorporating advances in the subject area into the course of study.
- 1.6 Develop and maintain an understanding of appropriate pedagogy in the subject area and respond to challenges.
- 1.7 Supervise the work of undergraduate and taught postgraduate students, providing them with advice on study skills, projects, fieldwork and placements.
- 1.8 Undertake and complete administrative duties required in the professional delivery of teaching.
- 1.9 Make a significant contribution to the accreditation of courses and quality-control processes.
- 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 Transfer knowledge in the form of practical skills, methods and techniques.

- 1.13 Supervise the work of students, provide advice on study skills and help them with learning problems.

2. Scholarship & Enterprise

- 2.1 Individually or with colleagues, explore opportunities for enterprise activity, third stream income and/or consultancy.
- 2.2 Build internal contacts and participate in internal networks and relevant external networks in order to form relationships and collaborations.
- 2.3 Supervise doctoral students as part of a supervision team, as appropriate to the discipline.
- 2.4 Continually update knowledge and understanding in field or specialism, and engage in continuous professional development.
- 2.5 Translate knowledge of advances in the subject area into the course of study
- 2.6 Undertake scholarship to inform education to ensure excellent learning experience for students

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 postgraduate recruitment.
- 3.4 Participate in School or University working groups or committees, as required.
- 3.5 Undertake additional administrative duties, as required by the Head of School.

4. Role-specific duties

- 4.1 The post-holder will work to plan and deliver research methods teaching and support students in the planning of their dissertation projects along with other members of the faculty.
- 4.2 Contributing to the delivery of the modules on Research Methods and Critical Appraisal (MDM10) and other modules and programmes that are appropriate as agreed with the Head of Division.
- 4.3 Contributing to the dissertation programme, including support for supervisors within BSMS and its partner organisations.
- 4.4 Supporting staff in the planning and conduct of their personal research in Medical Education and in Clinical areas.

- 4.5 With respect to the pedagogic aspects of the role, the successful appointee will be expected to work with colleagues to deliver exciting, relevant programmes using a range of modalities, including e-learning.
- 4.6 Enhancing the institutional reputation of the school.
- 4.7 Commitment to medical education research

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. High quality teaching performance across a range of teaching activities, at different levels (year 1 undergraduate to postgraduate) appropriate to the discipline; as evidenced by surveys, questionnaires and peer review.
2. Evidence of skill in assessment and feedback techniques, and using a range of methods for evaluating the effectiveness of teaching.
3. Demonstrable contribution to the planning and development of courses.
4. Delivering a teaching load in line with School expectations.
5. Evidence of applying knowledge arising from scholarship to enhance teaching practice.
6. Evidence of active engagement in advising students and proactively responding to problems experienced by students.
7. Completion, within a reasonable period of time, of a recognised higher education teaching qualification.
8. Efficient and effective contribution to academic support duties within the School or the University.
9. Initiating, developing or participating in links between the University and external bodies such as business and industry, the professions, community organisations and policy-makers.
10. Evidence of successful engagement in PhD supervision as appropriate to the discipline.
11. Efficient and effective contribution to academic support duties within the School or the University.

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 teaching methods.
3. Experience of teaching at postgraduate level.
4. Excellent presentation skills, with the ability to communicate effectively, both orally and in writing, with students, colleagues and external audiences.
5. Ability to work individually on own initiative and without close supervision, and as part of a team.
6. Ability to exercise a degree of innovation and creative problem-solving.
7. Excellent organisational and administrative skills.
8. Ability to prioritise and meet deadlines.
9. A willingness to participate in student support activities beyond required teaching duties.
10. Excellent IT skills, with the ability to produce high-quality, inclusive learning materials.

ESSENTIAL ROLE-SPECIFIC CRITERIA

1. Ability to contribute to development and delivery of potential new postgraduate teaching programmes at BSMS.
2. Postgraduate degree at Doctorate level, with evidence of peer-reviewed publications in applicant's specialty/discipline.
3. Tertiary education experience in teaching, learning and assessment with understanding of appropriate pedagogy.

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, if appropriate.