

## Candidate Information

<b>Position:</b>	Clinical Lecturer (Education) and Specialist in Paediatric Dentistry
<b>School/Department:</b>	School of Medicine, Dentistry and Biomedical Sciences
<b>Reference:</b>	25/112550
<b>Closing Date:</b>	Monday 9 June 2025
<b>Salary:</b>	£96,990 - £107,155 per annum
<b>Anticipated Interview Date:</b>	Thursday 26 June 2025

### JOB PURPOSE:

To strengthen the clinical academic base of Paediatric Dentistry within the Centre for Dentistry, School of Medicine, Dentistry and Biomedical Sciences at Queen's University Belfast (QUB).

To deliver clinical service in paediatric dentistry with the Belfast Health and Social Care Trust (BHSCT).

To contribute to planning, delivery, assessment and review of undergraduate and postgraduate courses in Paediatric dentistry and lead on specific aspects of the programme. Pursue and engage in scholarly activity and contribute to Centre's administration/outreach activity.

This job description is for Clinical Lecturer (Education) and Specialist. Appointment may be made at Lecturer or Senior Lecturer level, and for Consultant or Specialist grade. Please refer to the relevant candidate information document when applying.

### MAJOR DUTIES

#### Teaching:

1. To support, develop and promote all aspects of teaching of undergraduate and postgraduate courses in Paediatric dentistry, and reflect developing educational practice nationally.
2. Contribute to the design of the dental curriculum and the setting/marking/mapping of assessments.
3. As module co-ordinator for Paediatric dentistry and Special Care dentistry in the undergraduate curriculum be responsible for the quality assurance of the module, ensuring the teaching materials and assessments match the required module and GDC learning and outcomes.
4. Develop and deliver a range of teaching and assessment activities including lectures, tutorials, course-work and simulation sessions.
5. Co-ordinate the outreach clinical teaching in Paediatric Dentistry.
6. Contribute to the enhancement of quality teaching within this subject area, Centre and School.
7. Act as internal examiner for undergraduate and postgraduate students.

#### Clinical:

1. Hold a contract as a Specialist in Paediatric Dentistry with BHSCT which will involve 5 Programmed Activities agreed through the annual, integrated job plan.
2. Providing high quality specialist treatment in paediatric dentistry for patients in BHSCT including patients requiring general anaesthesia and sedation services in secondary and tertiary care settings.
3. Contributing to clinical quality improvement such as clinical standards meetings, clinical audit and development and application of agreed clinical guidelines (this to include proof of regular attendance at monthly local and schoolwide audit groups).

4. Responsibility within the Paediatric Dentistry team for the continuing care of patients and responding promptly to emergency calls from the Hospital or other access points.
5. Working with BHSCT and University colleagues to develop the clinical service as a centre of excellence in care and clinical research.
6. Contributing to clinical training of trainees (including dental core, specialty and post CCST trainees) and postgraduate students within the Centre for Dentistry.
7. Maintaining and updating your skills and knowledge through an appropriate programme of CPD in accordance with the requirements of the GDC to remain on the GDC Register and maintain skills in Paediatric Dentistry.
8. Participating in the BHSCT/University Appraisal Scheme and annual joint job plan review.
9. Comply with all health and safety policies, participate in the clinical and research governance framework of the HSC Trust and comply with all legislation relating to the handling and storage of human tissues.
10. Provide leadership in the delivery and integration of education between colleagues in the Trust(s) and University, and with students at both undergraduate and postgraduate levels.
11. Undertake administrative duties associated with ongoing teaching responsibilities, research and related patient care.

#### **Scholarly Activity:**

1. Engage in pedagogic research and other scholarly activities and work in conjunction with others to apply current subject knowledge and innovation to the teaching of dentistry e.g. conference paper presentations, external or internal scholarship funding secured, book reviews published, writing practice manuals, publication of professional materials.
2. Pursue and engage in scholarly activity that will enhance the Centre for Dentistry's national/international reputation. Such activities may include membership of committees of academic bodies, journal editorships.
3. Develop proposals and prepare, in collaboration with others, funding bids for external contract work that might involve, for example, publishing materials for use within a profession.
4. Develop links with relevant professional bodies to ensure that teaching reflects current best practice in own area of subject specialism.

#### **Administration/Contribution to Community:**

1. Contribute to the development and running of the Centre for Dentistry by taking on designated administrative duties and roles. Such duties may include committee work and course administration. Roles may include, Module Co-ordinator, Personal Tutor, Widening Participation, EDI committee, admissions process, and/or other recognised official University roles.
2. Provide pastoral care for students within own area to ensure, as far as practicable, that all issues are dealt with in a timely, sympathetic, and effective manner.
3. Contribute to the Centre's outreach strategy.
4. Be responsible for the record-keeping associated with teaching and the preparation of teaching materials.
5. Take on administrative duties within the Belfast HSC Trust commensurate with his/her commitments and play a significant role with clinical colleagues in helping the development of relevant clinical services within the Belfast HSC Trust.

#### **Sample Job Plan:**

The successful applicant will have clinical sessions appropriate to the specialty and as agreed on appointment in the integrated annual job plan commensurate with the example shown below.

- This post will comprise 10 programmed activities, of which 5 will be NHS PAs and 5 will be academic QUB PA's.
- Clinical NHS PAs will include a maximum of 4.25 DCC and 0.75 SPA. The 5 QUB academic PAs will also include 0.75 SPA.
- The DCCs will be made up of a combination of Paediatric Dentistry clinical activity (clinical supervision, new patient clinics, treatment clinics, and General Anaesthetic operating sessions).

**Provisional Job Plan:**

Monday	Tuesday	Wednesday	Thursday	Friday
QUB Academic Session	Supporting Professional Activity	DCC Outpatient Clinic	QUB Academic Session	QUB Academic Session
DCC Outpatient Clinic	DCC Outpatient Clinic (Undergraduate supervision)	Theatre	QUB Academic Session	DCC Outpatient Clinic

**General NHS Responsibilities:**

1. Members of staff including clinical academic appointments are always expected to provide a caring service and to treat those with whom they come into contact in a courteous and respectful manner. As with other staff the appointee will be expected to demonstrate his / her commitment to the Trust by regular attendance and the efficient completion of all allocated tasks.
2. All staff must comply with the Belfast Health and Social Care No Smoking Policy.
3. All duties must be carried out in compliance with the Belfast Health and Social Care Trust Health and Safety Policy and statutory regulations.
4. The Trust is an Equal Opportunities Employer. Appointees are required to adhere to the Trust's Equal Opportunities Policy throughout the course of their employment.
5. To ensure the ongoing confidence of the public in officers of the Trust and to maintain high standards of personal accountability, staff including clinical academic appointments must abide by the Code of Business Conduct.
6. Employees of the Trust including clinical academic appointments are required to support its Mission which states: - "It is our fundamental purpose in Belfast Health and Social Care Trust to provide the highest quality cost effective health care, as an outstanding acute general hospital and tertiary referral centre, through exceptional service to our patients, staff and community in an environment of education, teaching and research."
7. The Trust is committed to providing safe and effective care for patients. To ensure this, there is an agreed procedure for medical and dental staff that enables them to report, quickly and confidentially, concerns about the conduct, performance or health of medical colleagues. All medical staff, practising in the Trust, should ensure that they are familiar with the procedure and apply it.

The Paediatric Dentistry Department staff complement includes 5 Consultants (3 NHS with 2 vacant clinical academic posts with Queen's University Belfast). Clinical services are delivered at the Royal Belfast Hospital for Sick Children (RBHSC) and the School of Dentistry. Undergraduate outreach teaching is delivered in two Wellbeing and Treatment Centres in the Belfast area.

Suitable office space and facilities with IT access will be made available at both the Belfast HSC Trust and University sites as required. The consultant will have appropriate NHS secretarial support.

**Mentoring:**

All newly appointed Consultants and Specialists will be issued with an individualised Induction Programme and Trust Induction as it is mandatory for all aspects of the induction programme to be undertaken. Arrangements are also in place to seek advice from senior management and specialist staff within the specialty team.

**Governance:**

The successful candidate will be expected to work within the Belfast HSC Trust and Queen's University Belfast governance frameworks. QUB and the Trust are committed to conducting a process of yearly appraisal of consultant staff.

## **Multiprofessional Audit and Continuing Medical Education:**

The postholder will be required to take part in the Trust quality improvement programme. They will also be required and supported to undertake such continuing educational activities as are necessary to maintain revalidation by their Royal College.

## **Information Governance:**

All employees of Belfast Health & Social Care Trust are legally responsible for all records held, created or used as part of their business within the Belfast Health and Social Care Trust, including patient/client, corporate and administrative records whether paper based or electronic and also including e-mails. All such records are public records and are accessible to the general public, with limited exceptions, under the Freedom of Information Act 2000, the Environment Regulations 2004, the General Data Protection Regulation (GDPR) and the Data Protection Act 2018. Employees are required to be conversant and to comply with the Belfast Health and Social Care Trust policies on Information Governance including for example the ICT Security Policy, Data Protection Policy and Records Management Policy and to seek advice if in doubt.

## **ESSENTIAL CRITERIA:**

1. Full registration with the United Kingdom General Dental Council (GDC) or eligible for inclusion.
2. MFDS or equivalent.
3. On the GDC Specialist List in Paediatric Dentistry before commencement of post OR have completed a minimum of 12 years dental experience (either a continuous period or in aggregate) since obtaining primary qualification as a dentist, of which a minimum of 6 years should be in the relevant specialty in the Specialty Doctor and/or closed SAS grade. Applicants who are nationals from another EEA country or overseas would have to demonstrate equivalent training/ qualifications and be eligible for registration and inclusion on the United Kingdom General Dental Council's specialist list in Paediatric Dentistry.
4. Demonstrates the specialist knowledge, skills and capabilities as set out in the UK [Paediatric Dentistry Specialty Training Curriculum](#)
5. If a higher degree is not already held, commitment to undertaking a funded [MSc in Clinical Education](#) during the 3-year probationary period.
6. Experience, achievement and growing reputation in the discipline, commensurate with stage of career e.g. involvement in national educational events.
7. Evidence of scholarly activity e.g. conference paper presentations, external funding secured, book reviews published, writing practice manuals, publication of professional materials.
8. Relevant teaching experience at University level.
9. Experience in the clinical supervision of undergraduate or postgraduate students in Paediatric Dentistry.
10. Experience and ability to contribute to the development of dental teaching modules and teaching resources.
11. Demonstrate a high level of clinical experience in Paediatric Dentistry including:
  - High level skills and experience providing specialist care for paediatric patients including under GA, conscious sedation and paediatric dental trauma.
12. Experience in the management of medically compromised patients.
13. Experience of effective participation in audit, clinical governance or other QI projects.
14. Relevant academic administrative/ management experience.
15. Ability to manage resources and understanding of management processes.
16. Excellent presentation skills with the ability to communicate complex information effectively.
17. Good communicator, written and oral.
18. The ability to organise workload and prioritise competing demands.
19. Effective communication, presentation and team working.
20. Leadership capability.
21. This position is exempt from the Rehabilitation of Offenders (Exceptions) Order (Northern Ireland) 1979 and any applicant who is offered employment will be subject to an Enhanced Disclosure Check/Criminal Records Bureau Check.
22. Applicants must comply with the Terms and Conditions of the University's substantive Clinical Academic Contract and the Honorary Consultant Contract of the Relevant HSC organisation.

**DESIRABLE CRITERIA:**

1. PGCHET/PGCCE (or equivalent teaching qualification) or HEA membership.
2. Higher degree (PhD, Master's or equivalent).
3. MPAed Dent or equivalent CCST or within 3 months of Completion of SAC approved programme.
4. Experience in programme management and / or the development and enhancement of dental curricula and assessment methods.
5. Experience as an internal or external examiner.
6. Experience of educational quality assurance mechanisms.
7. Experience of simulation based dental practice.
8. Evidence of innovation in clinical care or health service development.
9. Experience in the management of clinical service in the relevant specialty.
10. Ability to manage resources and staff.