

## Candidate Information

<b>Position:</b>	Part time Clinical Teaching Fellow
<b>School/Department:</b>	Centre for Medical Education
<b>Reference:</b>	22/109972
<b>Closing Date:</b>	Monday 25 July 2022
<b>Salary:</b>	£35,348 - £61,207 per annum pro rata plus a potential market supplement.
<b>Anticipated Interview Date:</b>	Friday 12 August 2022
<b>Duration:</b>	Permanent, Part-time 0.3 FTE

### JOB PURPOSE:

To develop and deliver excellence in General Practice education within the Centre for Medical Education (CME), School of Medicine, Dentistry and Biomedical Sciences (SMDBS). There are no clinical service duties included in this role. However, the essential criteria include the requirement for a medical qualification and to have a current licence to practice.

### MAJOR DUTIES:

#### Teaching:

1. Provide teaching in General Practice to undergraduate medical students.
2. Contribute to leadership of General Practice education within the undergraduate medical curriculum. This may involve acting as a co-ordinator for General Practice teaching in the years 3 to 5 of the course.
3. Contribute to the design, development and delivery of module content and assessment in the C25 curriculum.
4. Provide constructive feedback to students following formative and summative assessments.
5. In line with CME's teaching, assessment and learning strategy, actively engage in continual multi-stake holder feedback, reflection, quality improvement and assurance of teaching programmes within CME.
6. Act as a portfolio tutor and as a mentor for medical students.

#### Scholarly Activity:

1. Actively engage in continual feedback, reflection and improvement in personal educational practice.
2. Integrate current best pedagogical knowledge into educational practice.

#### Administration/Contribution to the Community:

1. Work well with professional support staff in delivering strategic goals and business requirements.
2. Liaise with the relevant academic and administrative/clerical support staff within the Centre to ensure, as far as practicable, that all student support issues are dealt with in a timely, sympathetic and effective manner.
3. Participate in processes relating to placement allocation and quality assessment of clinical placements in General Practice.
4. Carry out designated Centre / School functions, including, for example, participation in committee work, assisting in the process of admissions.
5. Be responsible for the record-keeping associated with teaching, assessment and learner related matters.

### ESSENTIAL CRITERIA:

1. Primary Medical Degree.
2. Full Registration with the General Medical Council as a General Practitioner with a current license to practise.
3. Post registration qualification (Membership of Royal College of General Practice).
4. Registered (or eligible for registration) on the Northern Ireland Primary Medical Performers List.
5. Recent evidence of teaching and assessment of medical students, including small-group teaching.
6. Ability to devise, advise on and manage teaching programmes.
7. Evidence of seeking feedback and implementing development in educational related activities.
8. Relevant knowledge of academic administrative/management practices.
9. Experience using a wide range of IT systems including Word, PowerPoint, Excel, e-mail and online teaching platforms.

10. Good presentation skills with the ability to communicate complex information effectively in writing and verbally.
11. The ability to organise workload, manage resources, prioritise competing demands, develop effective internal and external links.
12. Leadership and teamworking capability.
13. Demonstrable willingness and ability to flexibly arrange working.

**DESIRABLE CRITERIA:**

1. Higher postgraduate degree (Masters level and / or doctorate).
2. Completion of a PGCHET (or equivalent) or HEA membership.
3. Evidence of developing educational activities that promoted a positive student learning experience.
4. Evidence of scholarly activity e.g. academic conference presentations, publication of a scientific paper.
5. Evidence of contributing to the administrative and management processes in supporting the effective delivery of medical student modules /activities.
6. Evidence of innovation in clinical care or health service development.