

## Candidate Information

**Position:** Teaching Associate (Biomedical Sciences)  
**School/Department:** Centre for Biomedical Sciences Education  
**Reference:** 23/110843  
**Closing Date:** Monday 22 May 2023  
**Salary:** £36,333 - £43,155 per annum  
**Anticipated Interview Date:** Thursday 1 June 2023  
**Duration:** Fixed term maternity cover for 9 months or until 29 April 2024, whichever is sooner

### JOB PURPOSE:

To teach Biomedical Sciences to undergraduate and postgraduate students of the Faculty of Medicine, Health & Life Sciences; to contribute to related administrative and outreach activity.

### MAJOR DUTIES:

#### Teaching:

1. Deliver a range of teaching activities in biomedical and related sciences including lectures, practical classes and tutorials within the undergraduate and postgraduate programmes of the Faculty of Medicine, Health & Life Sciences.
2. Contribute to the assessment of students' work including by setting and marking examinations and coursework using relevant criteria. Provide feedback to students on their academic work.
3. Seek ways of improving student performance by reflecting on teaching design and delivery and obtaining and analysing student feedback.
4. Design and supervise practical work where it is part of the course and advise students on techniques.
5. Supervise student projects.
6. Plan and develop independent teaching contributions and contribute to the design or revision of course units; contribute to curriculum development.
7. Develop own teaching materials.

#### Administration/Contribution to the Community:

1. Contribute to the School's outreach and marketing strategy including contributing to Open Days, school visits and other promotional events.
2. Contribute to induction, transition and wellbeing activities for students at all levels.
3. Mentor students within own area to ensure, as far as practicable, that relevant teaching issues are dealt with in a timely and effective manner.
4. Support the delivery of practicals for example by co-ordinating timetabling and demonstrator activity.
5. Carry out designated administrative duties, including for example, participation in committee work; assisting with module/course administration; employability activities.
6. Ensure that appropriate records associated with teaching are processed and archived.
7. Contribute appropriately to the Teaching Quality Assurance activity of the Centre.
8. Contribute appropriately to the Health and Safety-related activity of the Centre.

### ESSENTIAL CRITERIA:

1. A primary degree in biomedical science, anatomy, physiology or closely related subject (2.1 minimum) or primary degree in Medicine.
2. Have or be about to obtain a postgraduate qualification (PhD/Masters) in relevant area.
3. Tertiary education knowledge of Biomedical Science and related subjects.
4. Evidence of teaching biomedical science and related subjects in Higher Education.
5. Ability to design course materials and to plan and organise the delivery and assessment of teaching sessions.

6. Experience of setting and judging student assessments.
7. Evidence of contribution to administrative processes.
8. Ability to work efficiently and effectively within a given resource.
9. Experience of contributing to university community/outreach events.
10. Evidence of engagement in continuous professional development.
11. Ability to encourage commitment to learn in others.
12. Ability to communicate complex information effectively to students.
13. Demonstrable intellectual ability.
14. Ability to build effective working relationships with University staff at all levels.
15. Demonstrable ability to be an effective team member.
16. Willingness to work irregular hours as reasonably required.

**DESIRABLE CRITERIA:**

1. Possess, or about to obtain PGCHET and/or obtain membership of an appropriate professional and/or teaching body e.g. HEA.
2. Knowledge of subjects related to biomedical sciences including human histology, physiology, anatomy, cell biology.
3. Evidence of teaching biomedical science at undergraduate level and/or postgraduate level.
4. Evidence of good teaching evaluations.
5. Evidence of contribution to the enhancement of quality teaching.
6. Experience of student mentorship.
7. Familiarity of a broad range of assessment methodologies.
8. Experience of use of digital/virtual microscope slide systems.
9. Experience of educational quality assurance mechanisms.
10. Knowledge of PathXL and/or ADInstruments practical class teaching.
11. Familiarity with the use of digital/online learning.