|  |
| --- |
| **University of St Andrews**  **School of Medicine**  **Clinical Lecturer (Education Focussed) - AO1464RGB**  **Further Particulars for Applicants** |

|  |
| --- |
| **School of Medicine** |

The School of Medicine employs about 220 staff in either full- or part-time contracts, with some staff jointly employed by the University and the NHS. The School is both teaching- and research-active, and engages students at both the undergraduate and postgraduate (both taught and research) level.

Since 2010 the School has been located in purpose-built accommodation on the North Haugh in St Andrews. The building is home to the staff offices, research labs, teaching facilities and a café.

The School currently teaches approximately 650 undergraduate medical students in total on the three-year BSc (Hons) Medicine course. After graduation from St Andrews these students go on to complete the clinical phase of their Primary Medical Qualification training at one of our six partner medical schools.

The Scottish Graduate Entry Medicine (ScotGEM) programme is a 4-year, graduate entry, undergraduate course delivered jointly by the Universities of St Andrews and Dundee, in collaboration with the University of the Highlands and Islands and NHS Scotland. The programme has a particular focus on Generalist Medicine in rural areas and utilises a Case Based Learning approach. Years 1 and 2 are primarily based in St Andrews, although placements will occur in four Scottish regions.

The School is consistently ranked very highly in national student satisfaction surveys for the quality of its teaching and research and the overall student experience.

The School is committed to inclusivity and equal opportunities and values all applicants. The School holds an Athena SWAN Bronze accreditation, demonstrating our commitment to equality and the advancement and promotion of the careers of women in science.

Applications are particularly welcome from women who are under-represented in many areas of medical science.

**The job description for this role is attached below.**

|  |
| --- |
| **Job Description** |

|  |  |
| --- | --- |
| Job Title: Clinical Lecturer (Education Focussed)  School/Unit: School of Medicine  Reporting to: Clinical Lead  Job Family: Academic (Education Focussed) | Working Hours: Flexible, between 2-4 days per week to allow for clinical practice. Applicants should indicate desired working hours in their application.  Grade/Salary Range: Clinical scale, based on experience\*  Reference No: AO1464RGB  Start Date: As soon as possible |

\*The role holder needs to be practising in a substantive clinical setting to qualify for the Clinical salary scale. This will be discussed at interview and prior to any offer of employment.

To note, NHS Fife clinical sessions may be available if required, and can be negotiated with the successful applicant.

|  |
| --- |
| **Main Purpose of Role** |

**Teaching clinically orientated material to undergraduate students**

* Teach clinical medicine to all undergraduate students, both in house and on clinical placement, including clinical skills and practical procedures
* Teach clinically relevant basic science (e.g. physiology and anatomy)
* Teach clinical imaging and how it relates to disease and pathology
* Provide teaching as required, employing a variety of pedagogical techniques including lectures, “practicals”, small group teaching, clinical simulations, e-learning and other School approved methods
* Supervise students (for example as Personal Tutees and Portfolio Supervisors) and for clinically orientated dissertation projects

**Assessment**

* Fully engage with clinical assessment, including OSCE examination, portfolio review and in the development of work place based assessments (WPBA)
* Participate in additional aspects of assessment such as question writing, marking, standard setting, and exam boards
* Contribute to formative and summative feedback and tasks associated with a student’s portfolio of work

**Curriculum development and quality assurance**

* Work closely with the programme leads in order to ensure up-to-date clinically relevant teaching delivery within the curricula, along GMC guidelines
* Work with programme leads in development of the clinically orientated UG curricula
* Participate in committees and working groups within the School, the Faculty and the University as required
* Play an active role in building inter-disciplinary links across and out-with the University, in particular with our clinical partners

**Administrative duties**

* Assist with the running and co-ordination of modules within the School
* Be a personal tutor and/or portfolio supervisor to a number of students in each year

Special Requirements:

The place of work will be the School of Medicine and teaching in NHS premises in Fife (potentially within primary and secondary care settings).

The successful candidate will have the opportunity to negotiate flexibility of working hours, as required, in order to maintain their professional registration.

The applicant should expect to engage with continuing professional development including working towards being ‘Recognised as a Trainer’ as required. Successful education-focused applicants will also be encouraged to engage in educational research.

*Please note that this job description is not exhaustive, and the role holder may be required to undertake other relevant duties commensurate with the grading of the post. Activities may be subject to amendment over time as the role develops and/or priorities and requirements evolve*.

|  |
| --- |
| **Person Specification** |

This section details the attributes e.g. skills, knowledge/qualifications and competencies which are required in order to undertake the full remit of this post.

|  |  |  |  |
| --- | --- | --- | --- |
| **Attributes** | **Essential** | **Desirable** | **Means of Assessment**  (i.e. application form, interview, test, presentation etc) |
| Education & Qualifications  (*technical, professional, academic qualifications and training required)* | MBChB or equivalent  Full GMC registration  (with a Licence to Practise) | Certificate, Diploma or Masters in PG or Medical Education or equivalent FHEA recognition  Other teaching qualification or affiliation | Application/Certificates |
| Experience & Knowledge  (*examples of specific experience and knowledge sought*) | The successful candidate will be able to demonstrate in the application experience of:  Teaching clinically oriented subject matter at undergraduate level (including clinical skills)  Working with and supporting learning in young adults | The successful candidate is likely to be able to demonstrate experience of:  Teaching in a clinical setting, for example on placement  Participation and leading of clinical simulation based teaching  Experience of setting and marking clinically orientated assessments e.g. OSCEs  Experience of teaching on an accredited Health Professional course  Active contribution to curriculum development | Application/Interview |
| Competencies & Skills  (*e.g. effective communication skills, initiative, flexibility, leadership etc*) | The successful candidate will be able to demonstrate in the application experience of:  Excellent communication skills, both verbal and written  Motivation for new initiatives and/or opportunities  Ability to work as part of a multidisciplinary team  Ability to lead a multidisciplinary team  Successful self-directed working, meeting deadlines  Willingness and ability to use an online curriculum management system | The successful candidate is likely to be able to demonstrate experience of:  Managing competing priorities and demands across multiple organisations  Ability to work with multiple stakeholders, including clinical partners | Interview/Application/ Presentation/References |

**Essential Criteria** – requirements without which a candidate would not be able to undertake the full remit of the role. Applicants who have not clearly demonstrated in their application that they possess the essential requirements will normally be rejected at the short listing stage.

**Desirable Criteria** – requirements which would be useful for the candidate to hold. When short listing, these criteria will be considered when more than one applicant meets the essential requirements.

|  |
| --- |
| **Other Information** |

We encourage applicants to apply online at [www.vacancies.st-andrews.ac.uk/welcome.aspx](http://www.vacancies.st-andrews.ac.uk/welcome.aspx), however if you are unable to do this, please call +44 (0)1334 462571 for a paper application form.

For all applications, please quote ref: AO1464RGB

Equality, diversity and inclusion are at the heart of the St Andrews experience. We strive to create a fair and inclusive culture demonstrated through our commitment to diversity awards (Athena Swan, Carer Positive, LGBT Charter, Race Charters and Stonewall). We celebrate diversity by promoting profiles of BAME, LGBTIQ+ staff and supporting networks including the Staff BAME Network; Staff with Disabilities Network; Staff LGBTIQ+ Network; and the Staff Parents & Carers Network. Full details available online: <https://www.st-andrews.ac.uk/hr/edi/>

The University of St Andrews is a charity registered in Scotland (No SC013532).

|  |
| --- |
| **Academic Review Period for New Starts** |

The University operates a review period of 4 years for all academic appointments. Detailed objectives for Research, Teaching and Service, covering a period up to 4 years, specific to the individual, taking account of the stage of their career at appointment and reasonable expectations for the relevant academic discipline, including workload management, will be agreed with the individual at the time an appointment is offered. The agreement will normally cover:

* Publications Strategy
* Engagement (including public and outreach)
* Grant applications
* Teaching

The review period is intended to be supportive and encouraging and the University will look for evidence of sustained high quality performance throughout. Details of the scheme can be found on the Human Resources website at:

<http://www.st-andrews.ac.uk/staff/policy/hr/AcademicReviewforNewStartsAllAcademicStaff/>

|  |
| --- |
| **Obligations as an Employee** |

You have a duty to carry out your work in a safe manner in order not to endanger yourself or anyone else by your acts or omissions.

You are required to comply with the University health and safety policy as it relates to your work activities, and to take appropriate action in case of an emergency.

You are required to undertake the Information Security Essentials computer-based training course and adhere to its principles alongside related University Policy and Regulations.

You are responsible for applying the University’s equality and diversity policies and principles in your own area of responsibility and in your general conduct.

You have a responsibility to promote high levels of customer care within your own area of work/activities.

You should be adaptable to change, and be willing to acquire new skills and knowledge as applicable to the needs of the role.

You may, with reasonable notice, be required to work within other Schools/Units within the University of St Andrews.

You have the responsibility to engage with the University’s environmental sustainability strategy, committing the University to reach net-zero by 2035.

You are required to engage with the technology, systems and communication channels necessary for you to undertake your work and must update your personal details via HR Self Service whenever there is a change.

Employees with staff management responsibilities must familiarize themselves with appropriate policies.

|  |
| --- |
| **Who Are We? St Andrews At a Glance** |

The third oldest university in the English-speaking world

Ranked top UK university in the [Times and Sunday Times Good University Guide 2022](https://news.st-andrews.ac.uk/archive/top-of-the-class/)

Twice named [University of the Year](https://news.st-andrews.ac.uk/archive/st-andrews-named-university-of-the-year/)

Consistently ranked [one of the UK’s top five universities](https://www.thecompleteuniversityguide.co.uk/league-tables/rankings) and top in Scotland in the *Complete University Guide*

Top in the UK for [student satisfaction](https://news.st-andrews.ac.uk/archive/st-andrews-top-for-student-experience-2/)

Research-intensive – ranked 3rd in Scotland and 28th in the UK in [UK Research Excellence Framework](https://www.ref.ac.uk/)

Athena SWAN [Bronze Award holder](https://news.st-andrews.ac.uk/archive/athena-swan-awards/)

[Strategy](https://www.st-andrews.ac.uk/about/governance/university-strategy/) founded on ambition to be World-Leading, Diverse, Global, Entrepreneurial and Socially Responsible

Committed to sustainability and [aiming for Net Zero by 2035](https://www.st-andrews.ac.uk/sustainability/)

More than 9000 students and 3000 staff

Highly international – more than 45% of students and staff are from outwith the UK

A non-campus university, closely integrated with the ancient town of St Andrews

Top quality [sports](https://www.st-andrews.ac.uk/sport/), [music](https://www.st-andrews.ac.uk/music/) and [nursery](https://www.st-andrews.ac.uk/hr/edi/carers/childcare/nurseries/) facilities for staff and students

|  |
| --- |
| **The University & Town** |

Founded in the early 15th century, St Andrews is Scotland’s first university and one of the oldest in the world.

Situated on the east coast of Scotland and framed by countryside, beaches and cliffs, [the town of St Andrews](https://en.wikipedia.org/wiki/St_Andrews) was once the centre of the nation’s political and religious life. Today, it’s a vibrant academic town with a distinctively cosmopolitan feel where students and university staff account for more than half of the local population.

The University of St Andrews is a diverse and international community of almost 13,000 students and staff, typically of more than 140 nationalities. It has more than 10,000 students, just over 8000 of them undergraduates, and employs approximately 3000 staff, made up of c1350 in the academic job families and c1650 in the non-academic job families.

Under the leadership of current [Principal Professor Sally Mapstone](https://www.st-andrews.ac.uk/about/governance/key-officials/principal/), the University’s [Strategy (2018-23)](https://www.st-andrews.ac.uk/about/governance/university-strategy/) is to broaden its global influence, become more diverse and consolidate its current position as the top UK university ([Times and Sunday Times Good University Guide 2022](https://news.st-andrews.ac.uk/archive/top-of-the-class/)).

The Strategy sets out the University’s ambitions to grow its international profile, champion diversity and inclusivity, expand its portfolio of world-leading research, develop stronger links with industry, and embed a culture of entrepreneurship among students and staff.

St Andrews has placed social responsibility at the heart of the Strategy, with a pledge to manage growth in student numbers, foster a growing culture of sustainability, and pursue a research and teaching agenda for the wider public good.

The University is one of Europe’s most research-intensive seats of learning. In the [Research Excellence Framework (REF 2021](https://eur01.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwww.ref.ac.uk%2F&data=05%7C01%7Csc350%40st-andrews.ac.uk%7C49aceb5f63c240c926ff08da4862842c%7Cf85626cb0da849d3aa5864ef678ef01a%7C0%7C0%7C637901885197306115%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000%7C%7C%7C&sdata=jhSn5A9k8jI8xV2A9dKVyyvOmE88Q37jibV8gR%2B14SQ%3D&reserved=0)) more than 88% of research carried out by the University of St Andrews is world-leading or internationally excellent. REF found that the overall quality of research at St Andrews had increased by 5.7% since the last assessment exercise in 2014.

St Andrews was ranked the top university in the UK in [The Times and Sunday Times Good University Guide 2022](https://www.thetimes.co.uk/article/good-university-guide-in-full-tp6dzs7wn): this is the first time in the history of the Guide, and UK university league tables in general, that a university other than Oxford or Cambridge has topped the rankings. St Andrews has consistently been ranked one of the UK’s top five universities in league tables compiled by [The Times and The Sunday Times](https://www.thetimes.co.uk/article/good-university-guide-in-full-tp6dzs7wn), [The Guardian](https://www.theguardian.com/education/universityguide) and the [Complete University Guide](https://www.thecompleteuniversityguide.co.uk/league-tables/rankings).

It is the third year that St Andrews has challenged the Oxbridge rankings, coming [second to Cambridge in 2020](https://news.st-andrews.ac.uk/archive/staff-and-students-help-st-andrews-to-league-table-first/) and [second to Oxford in 2021](https://news.st-andrews.ac.uk/archive/university-challenged-st-andrews-breaks-oxbridge/). It has frequently been rated the leading university in Scotland for [teaching quality and academic experience](https://news.st-andrews.ac.uk/archive/st-andrews-scoops-top-teaching-award/), and in the [National Student Survey 2021](https://news.st-andrews.ac.uk/archive/st-andrews-top-for-student-experience-2/) was the leading mainstream UK university for student satisfaction for the thirteenth year in a row.

In international and world rankings the University of St Andrews scores highly for teaching quality, research, international outlook and citations. It is a World Top 100 institution in the [QS World University Rankings 2022](https://www.topuniversities.com/university-rankings/world-university-rankings/2022).

St Andrews’ reputation for teaching, research and student satisfaction make it one of the most sought-after destinations for prospective students from the UK, Europe and overseas.

The University typically averages 12 applications per place and has not offered Clearing places for more than a decade. St Andrews has highly challenging academic entry requirements to attract only the most academically potent students in the Arts, Sciences, Medicine and Divinity.

St Andrews holds an Institutional [Athena SWAN Bronze Award](https://news.st-andrews.ac.uk/archive/athena-swan-awards/). Sixteen Schools hold [Bronze Awards](https://news.st-andrews.ac.uk/archive/university-secures-gender-equality-awards/), while the Schools of Physics & Astronomy and Psychology & Neuroscience have achieved [Athena SWAN Silver Awards](https://www.st-andrews.ac.uk/hr/edi/sex_gender/athenaswansupport/), and the School of Biology holds a [Gold Award](https://biology.st-andrews.ac.uk/edi/2021/05/10/school-of-biology-receives-an-athena-swan-gold-award/).