

Job Title: CHDD Tutor (Clinical Educator)

Salary: Clinical Educator

Department: Leicester Medical School

Hours/Contract: Part-time (66, 84 or 144 hours per year, dependent on contract), permanent - contracts renewed annually

Reference: 11958

Role Purpose

The core duties of this role are delivered on a sessional basis by agreement with the Medical School, for the undertaking of teaching and examining medical students on the Compassionate, Holistic Diagnostic Detective (CHDD) course. A session in this context is the delivery of a scheduled CHDD taught session, to incorporate consideration of time undertaken in preparation and equating to an overall consideration of 6 hours for each teaching session delivered. You will also undertake marking and examining duties for the CHDD course as required and may support other examining / marking activities by agreement.

Main Duties and Responsibilities

- Participate in the delivery of Medical School teaching programmes requiring contributions from general practitioners
- Teaching on the CHDD Course for either Year 1 (12 sessions), Year 2 (18 sessions shared with another Tutor – 9 sessions each), or both Year 1 and Year 2 students
- Preparation for the delivery of this teaching
- Each Tutor is contracted to examine one OSCE session for each set of students they teach
- Each Tutor is contracted to keep up to date with any CPD events hosted by the CHDD Team
- Such other teaching, assessment and general duties as may be agreed with you. These may include contributions to any element of teaching or assessment in the undergraduate curriculum requiring the specialist knowledge or skills of a general practitioner

Internal and External Relationships

Regular contact with:

- The Senior Clinical Educator with responsibility for the CHDD course
- Other CHDD Tutors to ensure sessions are covered
- Other professional services staff as part of the shared administrative structure as well as the College and the wider University
- Undergraduate students
- The Head of School, Deputy Head of School and other academic staff members

Occasional liaison with:

- Head of Operations, School of Medicine and AHP





Planning and Organising

Planning own work months in advance and supporting the Senior Clinical Educator for CHDD with planning for delivery of the course.

Ensuring availability for teaching sessions – Year 1 sessions are scheduled for teaching in the afternoons; Year 2 sessions are scheduled for teaching in the mornings.

Setting priorities over months ahead. Provision of a recommended course of action with appropriate justification for matters that must be referred to the Head of School.

Sessions requiring cover as below:

- Year 1 (84hrs per annum)
 - Friday
- Year 2 (66hrs per annum per group)
 - Tuesday
 - Friday

Qualifications, Knowledge and Experience

Essential

- Hold a primary medical degree*
- Registered with the GMC*
- Possesses CCT and is on GMC GP Register and on GP Performers List*
- Significant prior experience in a similar teaching role*
- Continuing clinical work in a peer-reviewed practice*
- Achieved a competent standard in appraisal and revalidation*
- Have undergone a recent, satisfactory educational appraisal*
- Demonstrate a good and inclusive standard of facilitation of small group learning and preparation and giving of lectures
- Be able to demonstrate engagement in personal development as an educator

Desirable

- Have knowledge about adult learning as applied to medical education, including the different modalities and styles of learning
- FHEA, Fellowship of the Academy of Medical Educators or PGCert/Dip in Medical Education*
- Membership or imminent membership of the Royal College of General Practitioners or equivalent, by examination or assessment of performance*

Skills, Abilities and Competencies

Essential

- Experience of undergraduate medical assessment as an examiner (e.g. OSCEs, marking written papers)*
- Display empathy and interest in learners*
- Demonstrate intellectual curiosity
- Approaches clinical and educational work with enthusiasm
- Demonstrates a high standard of clinical care in his/her own professional practice*



- Reflect on and be aware of own strengths and limitations as a clinical educator*
- Be capable of assessing educational needs of students, with a sensitivity towards and awareness of considerations that may arise according to their different experiences and backgrounds*
- Capable of making accurate assessments of students' written work, clinical skills and behaviours*
- Acts independently and appropriately when problems arise with students and seek help when Necessary

Desirable

- Be able to act as a mentor and supervisor of colleagues who act as clinical teachers of medical students on clinical placements*

****Criteria to be used in shortlisting candidates for interview***

Professional Requirements

You must be registered with the GMC, hold a licence to practise, abide by the codes of professional practice and have appropriate cover from a medical defence organisation for the duration of your appointment. Lapsing may render you subject to disciplinary action and you cannot be lawfully employed should registration lapse. You are required by the GMC to revalidate every five years. You must therefore advise the University of your revalidation dates and provide written evidence of your satisfactory revalidation where these fall within your period of employment with the University. You are also required to abide by the codes of professional practice as detailed by the professional body GMC.

Criminal Declaration

If you become an employee, you must inform your manager immediately, in writing, if you are the subject of any current or future police investigations/legal proceedings, which could result in a criminal offence, conviction, caution, bind-over or charges, or warnings.

Supporting University Activities

As a University of Leicester citizen, you are expected to support key university activities such as clearing, graduation ceremonies, student registration and recruitment open days. We expect all staff as citizens to work flexibly across the University if required.

University Values





Inclusive - We are diverse in our makeup and united in ambition. Our diversity is our strength and makes our community stronger.

Inspiring - We are passionate about inspiring individuals to succeed and realise their ambitions. We challenge our community to think differently, to get involved, and to constantly embrace new ideas.

Impactful - As Citizens of Change we will generate new ideas which deliver impact and empower our community

Equity and Diversity

We believe that equity, diversity and inclusion is integral to a successful modern workplace. By developing and implementing policies and systems that challenge stereotypes across all aspects of our work, we have a culture that recognises and values the diverse contributions of our staff which benefits everyone. Our strong values of inclusivity and equity support our efforts to attract a diverse range of high quality staff and students, and identify our University as a progressive and innovative workplace that mainstreams equity, diversity and inclusion.

