

**Job Title:** Clinical Teaching Fellowship in Medical Education

**Grade:** 6

**Salary:** £38,784 per annum (pro rata if part-time)

**Department:** Leicester Medical School

**Hours/Contract:** Full Time, part-time (0.8FTE, 30 hours per week), or job share considered, fixed term contract for 11 months commencing 1 September 2026

**Job Family:** Teaching and Research

**Reference:** 12453

## Role Purpose

The primary role of a Clinical Teaching Fellow (CTF) in Medical Education is to teach undergraduate medical students, mainly in the first two years of their course. These roles provide a training opportunity for medically qualified practitioners to develop teaching and clinical educational skills; the opportunity to gain a teaching qualification for the Higher Education sector; and to provide experience for a possible future role in medical education.

## Main Duties and Responsibilities

- Will mainly be involved in teaching first and second year (Phase 1) students by:
  - facilitated discussion of problem solving and/or clinical case scenarios in small groups, both face-to-face and virtual (online) facilitation if required
  - human cadaveric dissection
  - demonstration and practice of clinical examinations (hospital bedside teaching)
  - opportunities to give lectures
- Will take a full share of all examining work, including invigilation, marking of module assessments and examination of students in OSCEs.
- Will respond to student learning needs such as extra tutorials and support as approved by School staff.
- Will provide some contribution to teaching clinical (Phase 2) students.
- Will work with unit leads in the development of the medical curriculum and development of students on the course.
- Enthuse, inspire and motivate students to keep a firm sight on their clinical goals by highlighting the importance, significance and relevance of basic sciences in clinical medicine and practice.
- Will provide student reports each semester for students in their groups.
- Will be expected to undertake a course leading to a Postgraduate Certificate in Medical Education (offered internally by Leicester Medical School).
- There is also the opportunity to apply for an Associate Fellow or Fellow of the Higher Education Academy (FHEA) through the university PEERs route.

## Internal and External Relationships





CTFs will be allocated to a mentor for the duration of their post. They will meet at regular intervals to review progress in development of their skills as educators.

CTFs will be in regular contact with Leads for the Units they are teaching to receive information about the teaching session and to feedback on student engagement with teaching.

## Planning and Organising

CTFs are expected to plan and organise their teaching duties independently including preparation, delivery and evaluation of teaching. Normal working hours will be between 9am and 5pm on weekdays, although flexibility to work longer days will be required.

CTFs will schedule their annual leave at times appropriate to needs of the School, usually outside the main teaching terms.

## Qualifications, Knowledge and Experience

### Essential

- MB ChB or equivalent\*
- Have completed satisfactorily two years of Foundation Training, or the equivalent, at the time of taking up their post\*
- Full GMC registration\*
- Interest in medical education\*
- Significant NHS Experience\*

### Desirable

- Experience in teaching\*
- Will have demonstrated commitment to the teaching role by engagement with peer education\*
- Some experience of teaching on an online platform

## Skills, Abilities and Competencies

### Essential

- High level of proficiency in English, sufficient to undertake research, teaching and administrative activities utilising English Language materials and to communicate effectively with staff and students
- Use of Microsoft Office software packages (Word, Outlook and PowerPoint)
- Good physical and clinical examination skills to Foundation doctor level
- Understanding of attributes required for an effective teacher
- Able to highlight the importance, significance and relevance of basic science in clinical medicine and practice
- Excellent interpersonal skills
- An understanding of how undergraduate medical education is delivered
- High standard of written\* and oral communication skills
- Demonstrate enthusiasm and commitment to teaching
- Demonstrates commitment to quality in education
- Approachable and an ability to motivate others





- Ability to plan and organise effectively
- Able to self-manage adequate preparation time for teaching duties
- Able to undertake student evaluation with appropriate skill and consistency to meet requirements
- The ability to interact well intellectually and personally within a team
- Administrative skills, with the ability to complete work on time and to deadlines
- Ability to inspire learners

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

**Reason for Fixed Term Contract**

The reason for the fixed term contract is stated in section 1.9 in the summary of contractual terms in your contract of employment.

**Criminal Declaration and Disclosure and Barring Service (DBS).**

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.

This post is exempt from the Rehabilitation of Offenders Act 1974 because the appointee will have substantial access to young people and/or vulnerable adults. Therefore, an appointment to this post will be subject to checking through the Disclosure and Barring Service (DBS). The successful applicant for this post will, therefore, be required to give consent for the University to check and obtain appropriate clearance with the DBS for the existence and content of any criminal record in the form of an Enhanced Disclosure with Child & Adult Barred List Information received from the DBS and the police will be kept in strict confidence and will be destroyed once the University is satisfied in this regard.

**Supporting University Activities**

As a University of Leicester citizen, you are encouraged to support key university activities such as clearing, graduation ceremonies, student registration and recruitment open days. We encourage all staff as citizens to work flexibly across the University if required. If supporting these activities is likely to affect your workload, please speak to your line manager in the first instance

**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

### Freedom of Speech

The University is committed to upholding freedom of speech and academic freedom within the law throughout our recruitment processes. We ensure that all candidates are considered based on merit and suitability for the role, without regard to their lawful viewpoints or the expression of challenging or controversial ideas. Our recruitment policies and practices are designed to protect applicants from discrimination or adverse treatment on the basis of their opinions, and to foster an environment where open debate and diverse perspectives are valued as essential to our academic mission.

### 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 equality 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 equality, diversity and inclusion.

