

Job Title: Clinical Teaching Fellowship in Medical Education
Grade: 6
Salary: £33,199 per annum
Department: Leicester Medical School
Contract: Full-time, fixed term contract for 11 months
Job Reference: 654

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.

Principal Responsibilities	% Time
<ul style="list-style-type: none"> • 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 	5
<ul style="list-style-type: none"> • Will mainly be involved in teaching by: <ul style="list-style-type: none"> ○ facilitated discussion of clinical case scenarios in small groups ○ demonstration and practice of clinical skills ○ human cadaveric dissection 	50
<ul style="list-style-type: none"> • Will respond to student learning needs such as extra tutorials and support as approved by departmental staff 	10
<ul style="list-style-type: none"> • Will provide student reports each semester for students in their groups 	5
<ul style="list-style-type: none"> • Will take a full share of all examining work, including invigilation, marking of module assessments and examination of students in OSCEs 	15
<ul style="list-style-type: none"> • Will work with unit leads and course directors in the development of the medical curriculum and development of student on the course. 	10
<ul style="list-style-type: none"> • Is expected to undertake a course leading to HEA fellowship, which is offered internally by the Leicester Learning Institute 	5
Internal and External Relationships	
<p>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.</p> <p>CTFs will be in daily contact with Leads for the Units they are teaching to receive information about the teaching session and to feedback on student engagement with teaching</p>	



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 9 am and 5 pm on weekdays, although flexibility to work longer days, evenings or at weekends will sometimes be required.

CTFs will schedule their annual leave at times appropriate to needs of the Department, 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 clinical education*
- Hep B status certificates

Desirable

- Experience in teaching*
- Will have demonstrated commitment to the teaching role by engagement with peer education*

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)
- Basic physical and clinical examination skills
- Understanding of attributes required for effective teacher
- Able to highlight the importance, significance and relevance of basic science in clinical medicine & practice
- Excellent interpersonal skills
- An understanding of how undergraduate medical education is delivered
- High standard of written* and oral communication skills



- Fluent and effective public speaker
- 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*

VITAL

The University encourages all staff to live our [VITAL values](#) which are:

Valuing People, Innovators, Together, Accountable, Leaders.

Equality and Diversity

We believe that equality, 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.

