



## ROLE PROFILE

<b>Job Title:</b>	Assistant Professor – Anatomy/Medical Sciences
<b>School/Department:</b>	School of Medicine, Division of Medical Sciences & Graduate Entry Medicine
<b>Job Family and Level:</b>	Research and Teaching Extended Level 5 (Teaching Focus)
<b>Contract Status:</b>	Permanent
<b>Hours of Work:</b>	Full-time role (36.25 hours per week) or part-time to a minimum of 80% FTE
<b>Location:</b>	University Hospital of Derby and Burton NHS Foundation Trust
<b>Reporting to:</b>	Deputy Head of Division (Learning)

### Purpose of the New Role:

Our Division is responsible for three programmes of study. These include the first 18-months of the Graduate Entry Medicine Programme, a one-year Foundation for Medicine course, and a 3-year BSc in Medical Physiology and Therapeutics. In addition, a Masters in Physician Associate Studies is planned to commence in 2020.

This is a replacement post for our current Head of Anatomy. The post-holder will lead all anatomy teaching within the Division. This will include liaising with programme leads, module convenors and other discipline leads to ensure all the appropriate anatomy learning outcomes are delivered and assessed throughout the programmes of study. The majority of anatomy teaching is to the Graduate Entry Medicine students, but there is some anatomy teaching in our other programmes and there will be an opportunity to review and expand the content of these. Anatomy in Derby is taught through lectures, workshops (2 full days a week in our purpose-built anatomy suite through prosections), problem-based learning and seminars. The post-holder will be expected to directly deliver many of these sessions with support from other academic and technical staff.

Although this is primarily a Teaching and Learning post, the successful applicant will be encouraged to maintain their own research interests, collaborate with research staff, and will be expected to offer anatomy-based projects to our final year BSc Medical Physiology and Therapeutics students.

The post-holder will be the personal tutor for a cohort of student and will provide a consistently excellent standard of teaching and support for student learning that is underpinned by scholarship related to the discipline.

	Main Responsibilities	% time per year
1.	<b>Teaching Planning and Delivery:</b> <ul style="list-style-type: none"> <li>Be responsible for the design of course modules and/or programmes of study in anatomy and for the quality and the development of teaching and teaching methods and assessments in the academic unit to ensure student needs and expectations are met.</li> </ul>	60%

<b>Main Responsibilities</b>	<b>% time per year</b>
<ul style="list-style-type: none"> <li>To plan and deliver teaching, including coaching and supporting tutorial groups, across a range of modules or within a subject area; providing curriculum leadership within own area of expertise.</li> <li>Be responsible for and supervise practical work, including projects, field trips or placements, where it is part of the course, and advising students on techniques, ensuring that the School's arrangements for compliance with the University Safety Policy are implemented.</li> <li>Be responsible for and comply with The University of Nottingham Teaching Quality assurance standards and procedures..</li> <li>To support delivery of anatomy teaching across UG and PGT programmes (based in Nottingham) in the School of Medicine.</li> </ul>	
<p>2. <b>Assessment and Supervision:</b></p> <ul style="list-style-type: none"> <li>To participate in the assessments for initial and higher degrees and diplomas of The University of Nottingham and act as invigilator for examinations as required</li> <li>To supervise and examine Postgraduate and Masters students.</li> <li>Ensure teaching quality assessment and assessment of progress and other information is maintained and supplied to the University as required.</li> <li>Be responsible for the pastoral care of students within a specified area, dealing with sensitive issues.</li> </ul>	10%
<p>3. <b>Engagement and Communication:</b></p> <ul style="list-style-type: none"> <li>To contribute to student recruitment and secure student placements and provide appropriate advice to others involved in this activity.</li> </ul>	10%
<p>4. <b>Line Management (if applicable):</b></p> <ul style="list-style-type: none"> <li>To act as a line manager to staff where appropriate, including performance review.</li> <li>To coach and support colleagues in developing their research and teaching techniques.</li> <li>Acting as a mentor to colleagues with less experience and providing advice on personal development.</li> <li>To co-ordinate the work of colleagues to ensure modules are delivered to the required quality standards and there is equitable access to resources and facilities.</li> </ul>	10%
<p>5. <b>Research:</b> You are expected to make a contribution to research that is in balance with wider contributions to teaching and other activities.</p>	10%

### Knowledge, Skills, Qualifications & Experience

	<b>Essential</b>	<b>Desirable</b>
<b>Qualifications/ Education</b>	PhD or equivalent in relevant subject area.	Higher Education teaching qualification or equivalent.  Membership of an appropriate professional teaching body, where appropriate
<b>Skills/Training</b>	Excellent oral and written communication skills, including the ability to communicate with clarity on complex and conceptual ideas to those with limited knowledge and understanding as well as to peers,	Skills in managing, leading and motivating staff.

	<b>Essential</b>	<b>Desirable</b>
	<p>using high level skills and a range of media.</p> <p>Ability to devise, advise on and manage learning and research programmes.</p> <p>Ability to design and deliver high quality and up-to-date course materials.</p> <p>Ability to use a range of delivery techniques and technologies to inspire and engage students.</p> <p>High level analytical capability to facilitate conceptual thinking, innovation and creativity.</p> <p>Skills in counselling, pastoral care and motivating students.</p> <p>Ability to manage resources and an understanding of management processes.</p> <p>Ability to build relationships and collaborate with others, internally and externally.</p> <p>Ability to manage projects relating to own area of work and the organisation of external activities.</p>	
<b>Experience</b>	<p>Extensive experience within subject/discipline of anatomy (gross and microscopical).</p> <p>Extensive experience and demonstrated success in developing methods and supporting colleagues.</p> <p>Experience and achievement in chosen field, reflected in growing and consistent national reputation.</p> <p>Experience and demonstrated success in delivering teaching within an agreed quality framework</p>	<p>International reputation in specialist field which continues to grow.</p> <p>Track record in development and delivery of teaching units.</p> <p>Experience on devising, advising on and managing learning and research programmes.</p> <p>Experience of counselling, pastoral care and motivating students</p> <p>Teaching students on medical degree courses</p> <p>Teaching and supporting students from a widening participation background</p>

	<b>Essential</b>	<b>Desirable</b>
<b>Other</b>	Willingness to adopt the Ethos and Principles of the School of Medicine.	



The University of Nottingham strongly endorses Athena SWAN principles, with commitment from all levels of the organisation to ensure equal opportunity, best working practices and fair policies for all.

The School of Medicine holds a Silver Athena SWAN award in recognition of our achievements in promoting and advancing these principles. Please see <http://www.nottingham.ac.uk/medicine/about/athena-swan.aspx>