



Job title	Clinical Tutor, Doctorate in Clinical Psychology	Job family and level	Research and Teaching – (Teaching and Learning focus) Extended Level 5
School/ Department	School of Medicine/ Mental Health and Clinical Neurosciences	Location	Jubilee Campus

Purpose of role

You will provide essential support to the clinical placement strand of Doctoral Training in Clinical Psychology. You will support the coordination and allocation of placement opportunities and support both supervisors and trainees in managing any challenges that arise. You will work closely with the Clinical Tutor team, in particular the Senior Clinical Tutor at University of Nottingham and will take delegated responsibility for managing the clinical practice component of the programme for an allocated number of trainees. This role involves key contributions to clinical teaching and the opportunity for involvement in research activity. You will build positive relationship with trainees through personal tutoring and appraisal processes, with the wider programme team and with key stakeholders in clinical services.

The School of Medicine recognise the importance of continuous professional development and therefore the importance of providing opportunities, structured support and encouragement to engage in professional development each year.

To find out more about the School of Medicine, its values, vision, teaching and research, please see our [further information leaflet](#).

	Main responsibilities (Primary accountabilities and responsibilities expected to fulfil the role)	% time per year
1	<p>Teaching and Training:</p> <ul style="list-style-type: none"> • Supervision and evaluation of clinical placements in consultation with Senior Clinical Tutor, Programme Co-Director (Clinical Practice), supervisors and trainees. • Contribution to the coordination of programme stakeholders (placement providers) in Nottinghamshire and Derbyshire. • Planning, managing and monitoring trainee experience within the framework of individually focused programmes of training. • Assuming delegated responsibility for providing central teaching and training to trainees as part of an integrated scheme of competence development. 	50%

	<ul style="list-style-type: none"> Assessing and marking Practice Based Learning Exercises, presentations, clinical case studies and written assignments, as well as examining doctoral theses. Be responsible for the pastoral care of students within a specified area, dealing with sensitive issues by acting as Personal Tutor to designated groups of trainees, monitoring trainee experience to ensure that academic and professional development is achieved effectively within the framework of individually focused programmes of training. 	
2	Administration: <ul style="list-style-type: none"> Ensuring all appropriate record forms, logbooks and placement reviews are completed punctually. Taking and transcribing formal minutes of placement review meetings and producing formal reports to evaluate placements and trainees. 	30%
3	Research and Audit: <ul style="list-style-type: none"> You are expected to make a contribution to research that is in balance with wider contributions to teaching and other activities. Supervise and support clinical psychology trainees in undertaking doctoral level research under the guidance of the Programme Co-Director (Research). Undertake formal audits of trainee competences, knowledge and skills and their progress towards the achievement of proficiencies and core competences for training as set out by the HCPC and British Psychological Society. Undertake clinically relevant research as appropriate. Produce research output which will be considered to be excellent in Research Excellence Frameworks (REF) 	20%
4.	Other: <ul style="list-style-type: none"> Any other duties appropriate to the grade and level of the role. 	N/A

Person specification

	Essential	Desirable
Skills	<ul style="list-style-type: none"> 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, using high level skills and a range of media. Substantial/specialist continuing professional development and training enabling candidate to 	<ul style="list-style-type: none"> EST training (or equivalent) as supervisor of clinical psychologists. Ability to process text and to set up and use databases and spreadsheets. Ability to plan and implement R & D projects.

	<p>function as a clinical psychologist in the NHS, as evidenced through CPD log etc.</p> <ul style="list-style-type: none"> • High level of interpersonal and communication skills enabling written, oral, and visual presentation, and receipt of complex and sensitive information, to facilitate acceptance and relate effectively. • Demonstrable substantial contribution to high quality publications, considered to be within Research Excellence Frameworks (REF) • Ability to use a range of delivery techniques and technologies to inspire and engage students • Skills in counselling, pastoral care and motivating students • Ability to build relationships and collaborate with others, internally and externally. 	
Knowledge and Experience	<ul style="list-style-type: none"> • Experience of teaching clinical psychology topics. • Experience of teamwork. • Doctoral level knowledge of clinically relevant research design and methodology. • Knowledge of, and ability to apply, current legislation and guidance for psychological clinical practice and professional management. 	<ul style="list-style-type: none"> • Experience of working as a Clinical Tutor and/or experience as line manager of clinical psychology staff. • Experience of providing clinical placements for doctoral level clinical psychology trainees. • Experience of teaching on Clinical Psychology Doctorate.
Qualifications, certification and training (relevant to role)	<ul style="list-style-type: none"> • Honours degree in Psychology conferring Graduate Basis for Chartering. • Doctorate in Clinical Psychology (or equivalent) conferring eligibility for HPC registration and BPS Chartered Psychologist status. • Post-qualification experience as a clinical psychologist. 	<ul style="list-style-type: none"> • Specialist post-registration qualification
Statutory, legal or special requirements	<ul style="list-style-type: none"> • HCPC Registered Practitioner Psychologist (Clinical). 	
Other	<ul style="list-style-type: none"> • Willingness to adopt the vision and values of the School of Medicine. 	



Expectations and behaviours

The University has developed a clear set of core expectations and behaviours that our people should be demonstrating in their work, and as ambassadors of the University's strategy, vision and values. The following are essential to the role:

Valuing people

Understands that it is essential to provide a structure that people can thrive in. Knows how to communicate with people to create a healthy working environment and get the best out of people.

Taking ownership

Communicates vision clearly, providing direction and focus. Knows how to create a productive environment where people are inspired and can work cross-departmentally in partnership.

Forward thinking

Has the ambition to be a pioneer in own area, anticipating the future change, needs and challenges. Knows how to innovate within their work context and champions others to be inspired to be part of this ambition

Professional pride

Keeps up to date on latest thinking, trends and work practices. Supports team to be thought leaders; willing to challenge if obstacles get in the way.

Always inclusive

Establishes far reaching partnerships, well beyond own area across a broad range of networks. Understand role to pay due regard to the needs of the whole community.

Key relationships with others

