Clinical Teaching Fellowship in Medical Education

The School of Medicine, in partnership with NHS Education for Scotland and the East Region of Scotland Deanery, is pleased to offer an exciting opportunity for Clinical Fellowships in Medical Education. These posts were established using Additional Cost of Teaching (ACT) funding. They are designed to allow Specialty Trainees in Hospital based disciplines or General Practice who wish to develop skills in medical education and teaching to undertake a formal period of training, complete a higher qualification and gain experience by contributing to the delivery and development of the Dundee undergraduate medical curriculum.

Applicants must hold a UK National Training Number (or equivalent) in either a Hospital based discipline or General Practice. Applicants who have received their Certificate of Completion of Training (CCT) within the last 12 months may also apply.

The fellows will be based at Ninewells Hospital.

Enclosed is the job description for the post.

Information enquiries should be directed to:
Ms Jordan Napier, Staff Development Officer, School of Medicine – jinapier@dundee.ac.uk or
Dr Ellie Hothersall, Head of Undergraduate Division of Medical Education, ehothersall@dundee.ac.uk

Application process: completed application form and CV should be emailed to: mn-staffdevelopment@dundee.ac.uk

Closing date for applications: 1st October 2018

Interview date: to be arranged for December 2018
THE POST

Job title: Clinical Fellowship in Medical Education (Two Posts)

Grade of Post: Specialty Trainee (Hospital / General Practice)

Starting date: August 2019

Salary: £32,803 - £48,604

Location: The post holders (s) will be based in the School of Medicine, Ninewells Hospital

Accountable and reporting to: Head of Division of Undergraduate Medicine, School of Medicine, University of Dundee / Deputy Director of Medical Education, NHS Tayside

Contract: 2 years with review after 1 year

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The fellowships will be held in a research active environment and successful applicants will receive training in major areas of medical education including curriculum development, clinical teaching, assessment, the development of educational resources, educational management and educational research. While contributing to the day to day delivery of the undergraduate curriculum they will focus on an area of curriculum development, delivery or assessment which meets both the needs of the fellow and the requirements of the Medical School in respect of curriculum delivery.
Fellows will be expected to further their own personal development by undertaking a PGDip in Medical Education with the world renowned Centre for Medical Education in Dundee.

In addition to receiving training in medical education, each fellow will be expected to maintain and develop their clinical profile in their own specialty area for two sessions a week.

Applicants must hold a UK National Training Number (or equivalent) in either a Hospital based discipline or General Practice.

Applicants who obtained CCT (or equivalent) within the last year may also be considered for these posts.

**POST OBJECTIVES**

(a) To support specialty trainees (in either a Hospital based discipline or General Practice) to develop skills in medical education.

(b) Each appointee will contribute to the development and day-to-day delivery of the undergraduate medical curriculum at the University of Dundee.

(c) To provide an appropriate mentoring, environment and resources that will enable the appointees to have a high chance of success at obtaining a higher degree in Medical Education in the form of a PGDip

**RELEVANCE OF POST TO THE UNIVERSITY/SPECIALTY STRATEGY**

This is an exciting and challenging time to become involved in medical education in Tayside.

The Medical School in Dundee has an international reputation for medical education. The Division of Undergraduate Medicine, the state of the art Dundee Institute for Healthcare Simulation, the Centre for Medical Education, the East Region of Scotland Deanery and the NHS work in close collaboration to deliver high quality education to our undergraduate students. This close working association and considerable expertise will provide opportunities to explore aspects of medical education in a supportive multiprofessional environment. In the recent visit from General Medical Council in 2017, the close working relationship between the University of Dundee and NHS Tayside in the delivery of medical education was highlighted as an area of good practice.
The successful candidates will be recruited to the clinical fellowships in an open competition following advertisement and a proactive recruitment campaign. Clinical trainees (with a current National Training Number) will be sought at any stage during their training in a Hospital based discipline or General Practice.

**KEY DUTIES AND RESPONSIBILITIES**

- Participation in the preparation and organisation of the undergraduate core teaching and assessment programme
- Delivery of face-to-face teaching including lectures, small group tutorials and clinical teaching in different health care contexts
- Contribute to innovation in teaching
- Develop an educational research portfolio in an area relating to local needs and study for a higher degree in medical education
- Contributing to the dissemination of research findings both nationally and internationally
- Contributing to the implementation and evaluation of new aspects / innovations within the curriculum
- Contributing to faculty development

**ESSENTIAL KNOWLEDGE, SKILLS AND EXPERIENCE**

**KNOWLEDGE**

- MBChB or equivalent
- Eligible for full registration with the GMC at time of appointment
- Holds a UK National Training Number in a Hospital based discipline or General Practice

**SKILLS**

- Aptitude for teaching
- Flexible attitude to work
- Critical approach to work with ability to take the initiative
- Excellent written and verbal communication skills
- Basic computing skills
- Good interpersonal skills and the ability to interact constructively with a wide range of colleagues
- Proven organisational abilities, including evidence of effective time-management and negotiating skills
- Ability to work as part of a team as well as on own
- Ability to think creatively and innovatively and impart enthusiasm
- Committed to multidisciplinary team working

EXPERIENCE

- Evidence of participation in teaching would be an advantage
- Commitment to improving the quality of medical education

THE UNIVERSITY OF DUNDEE

BACKGROUND INFORMATION

The University of Dundee is proud to be recognised as one of the UK’s leading universities, internationally renowned for its expertise across a range of disciplines including science, medicine, engineering and art. With over 100 years of experience dating back to its foundation as a university college in 1881, and over 45 years after receiving its Royal Charter as an independent university, the University of Dundee is firmly established with internationally-acknowledged strengths in teaching and research. As a university which promotes translational research, develops new approaches to professional education, and stimulates new ideas and technologies where disciplines intersect, it is focused on meeting the challenges of the 21st century.

The University of Dundee has undergone a period of fundamental change over recent years, realigning its resources – intellectual, financial and physical – as well as building on existing research and educational strengths to ensure success in the dynamic and competitive Higher Education sector. The University has recently completed a £200 million redevelopment programme to create state of the art platforms for teaching, research and partnership activities.

The University is one of the key partners – alongside the University of Abertay Dundee, Dundee City Council, Scottish Enterprise and the Victoria and Albert Museum – driving the V&A at Dundee project to establish an international centre of design for Scotland, at the heart of Dundee’s redeveloped waterfront. The project has a target opening date of early 2018.

The calibre of research at Dundee is high, with 95 per cent of staff working in areas of national or international excellence. The University ranks in the UK’s top three for research income per capita and in the top 20 for research income. Today the University has over 17,000 students and 3,000 staff, making it one of the largest employers in the local area.

THE UNIVERSITY’S CORE PURPOSE
The University’s purpose is “to transform lives, locally and globally, through the creation, sharing and application of knowledge”.

This aim is reflected through:

- Excelling in teaching and research;
- Contributing to the social, economic and cultural life of Scotland and the wider world;
- Shaping the future by solving important real-world problems

It has a strategic focus on key challenges where it can make a real difference in the world:

- Promoting the sustainable use of global resources;
- Shaping the future through innovative design;
- Improving social, cultural and physical wellbeing

**SALARY AND TERMS OF EMPLOYMENT**

Starting salary will be on a point incremental to your current salary (£32,803 - £48,604 per annum). An initial contract of one year will be offered by NHS Tayside incorporating NHS Tayside terms and conditions funded by ACT monies. The post is fixed term for 2 years subject to satisfactory progress in the first year.

The base will be Ninewells Hospital and Medical School, Dundee but post holders may be expected to participate as appropriate in teaching across all NHS Tayside sites.

**ADDITIONAL INFORMATION**

**QUALIFICATIONS**

The University’s selection procedure requires that successful candidates for these posts have their qualifications and professional registration validated. One or more of the institutions which have awarded the successful candidate a degree or professional qualification/registration will be contacted, therefore, by Human Resources.
PERIOD OF APPOINTMENT

The post is fixed term for 2 years subject to satisfactory progress in the first year.

DISCLOSURE SCOTLAND/PVG CHECK

The post for which you are applying is considered to be regulated work with children and/or vulnerable adults under the Protection of Vulnerable Groups (Scotland) Act 2007 (“Scheme”). It requires the successful applicant to be a member of the PVG Scheme and not barred from working with children and/or protected adults.

The University will therefore undertake the necessary check through Disclosure Scotland with regard to PVG Scheme membership. Please note that it is a criminal offence to apply for a position working with children or protected adults if you are on the Disqualified from Working with Children or Protected Adults Lists.

NO SMOKING POLICY

The University operates a no-smoking policy, with designated smoking areas available in some areas.

EQUAL OPPORTUNITIES

The University is committed to equal opportunities and welcomes applications from all sections of the community.

APPLICATION PROCEDURE

Informal enquiries are welcome and should be made to either:
Ms Jordan Napier, Staff Development Officer at jnapier@dundee.ac.uk or

Dr Ellie Hothersall, Head of the Undergraduate Division of Medical Education at ehothersall@dundee.ac.uk

To apply, please send a completed application form and current CV to mn-staffdevelopment@dundee.ac.uk
Closing date: 1st October 2018
Interviews will take place in December 2018

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The University of Dundee is a Scottish Registered Charity, No. SC015096
### APPLICATION FORM

**Application for (job title):**

**Personal Details**

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<th>Surname:</th>
<th>Forename:</th>
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<tr>
<td>Name known:</td>
<td>Title:</td>
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<td>Contact Telephone Numbers:</td>
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Email: address

If we need to, the best way for us to contact you is by:

**Statement in Support of Application**

Please tell us your personal qualities, skills and attributes, experience and any major achievements and show how they match those required for the post.