



UNIVERSITY OF  
LINCOLN

## UNIVERSITY OF LINCOLN JOB DESCRIPTION

<b>JOB TITLE</b>	Lecturer in Anatomy (Teaching, Scholarship and Professional Practice)			
<b>DEPARTMENT</b>	Medical School			
<b>LOCATION</b>	Brayford Pool Campus			
<b>JOB NUMBER</b>	COS600	<b>GRADE</b>	7	<b>DATE</b> November 2018
<b>REPORTS TO</b>	Head of Anatomy			

### CONTEXT

The University of Lincoln has embarked on an exciting project in partnership with the University of Nottingham, to offer Nottingham's undergraduate medical degrees in Lincolnshire. The first cohorts of eighty 5-year students (course code A10L) and fifteen 6-year medicine students (course code A18L) will start their studies in September 2019. The Early Years and BMedSci element of the Nottingham medical degrees will be offered at the University of Lincoln's Brayford Pool campus in purpose-built accommodation consisting of interim facilities (from 2019) in 179 High Street, the Sarah Swift Building and the Isaac Newton Building, before moving to a new medical school building in 2021. Following the award of their BMedSci degree, students will then undergo clinical training in hospitals, GP practices and other community settings around Lincolnshire before graduating with a University of Nottingham BMBS degree and gaining provisional registration with the General Medical Council

### JOB PURPOSE

The appointee will deliver teaching in the area of Anatomy in the Early Years and BMedSci curriculum, as guided by the Head of Anatomy. This will include liaison with other academic colleagues in both Lincoln and Nottingham to ensure that the case-led and integrated curriculum is equivalent to that offered in Nottingham. The appointee will also offer optional modules in years 1-3, supervision of BMedSci student projects, and be a personal tutor to a number of medical students.

The appointee will also be expected to take on responsibility for an important aspect of academic administration around the programmes, such as leading a curricular theme.

As a member of academic staff appointed on the TSPP track, the appointee will be required to meet the University's expectations with respect to scholarship and professional practice.

## KEY RESPONSIBILITIES

### Teaching and Learning Support

- Working with the Head of Anatomy, organise, plan and deliver high quality teaching in the area of Anatomy (including Histology and Embryology) to medical students enrolled on A18L and A10L. This may include lectures, practical classes, seminars and tutorials.
- Set and mark appropriate assessment items mapped to learning outcomes of taught sessions in the area of Anatomy, and provide feedback to students. This will include liaison with the lead for assessments and contribution to standard setting procedures for written examinations.
- Liaise with subject librarians, central timetabling and other services to ensure resources available are appropriately deployed.
- Be responsible for an important aspect of academic administration around the programmes.
- Offer and run one optional module in the academic year (whether to students in year 1, 2 or 3).
- Offer and supervise BMedSci projects in the area of Anatomy.

### Research, Scholarly Activity and Professional Practice

- Engage in subject, professional and pedagogy research as required to support teaching activities and deliver improved outcomes for students.
- Conduct significant individual and /or collaborative scholarly and / or professional practice based projects that make a significant contribution to the School or College.
- Engage in pedagogical or subject-related inquiry leading to the production of one conference paper, or publication in a relevant professional journal, or producing part of an exhibition or engaging in journal editorial boards or peer reviewing activity, per academic year.
- Identify and secure funding and contribute to the process of securing funding for own scholarly activities.
- Extend, transform and apply knowledge acquired from scholarship and / or professional practice to teaching and appropriate external activities.
- Work in conjunction with others to apply subject knowledge to practice.
- Plan and deliver consultancy or similar programmes and ensure that resources are available.
- Sustain professional recognition as externally recognised scholar or teacher through activities such as significant contribution to debates on national and international issues.

### Liaison and Networking

- Establish contacts within the wider community; disseminate knowledge through public activities that enhance the reputation of the School or College.
- Maintain and develop links with relevant professional bodies and academic groups.
- Represent the School or College on appropriate external bodies.

### Team Working

- Work collaboratively with academic and professional support colleagues at the University of Lincoln and the University of Nottingham to ensure an excellent student experience.
- Participate in peer observation of teaching as an observer and be observed.
- Begin to co-ordinate the work of others when appropriate through taking responsibility for module co-ordination.

### Student Support

- Be a personal tutor to Nottingham medical students based in Lincoln.
- Provide appropriate supervision and support for students undertaking BMedSci projects in the area of Anatomy.

### Other

- As required, attend academic and internal committee meetings that deal with the organisation, running and quality management of the Early Years and BMedSci curriculum in Lincoln.
- Carry out specific departmental roles and functions as may reasonably be required – these being relatively limited in order to allow the role holder to take advantage of planned developmental and research opportunities.
- Assist in student recruitment activities, including interviews, open days and external recruitment events.
- Engage in appropriate training programmes in the University.
- Actively follow and promote University policies.
- Participate in the staff appraisal scheme.

**In addition to the above, undertake such duties as may reasonably be requested and that are commensurate with the nature and grade of the post.**

### ADDITIONAL INFORMATION

#### Key working relationships/networks

Internal	External
<ul style="list-style-type: none"> <li>• Head of Anatomy</li> <li>• Associate Dean of Medicine</li> <li>• Director of Learning and Teaching</li> <li>• Curriculum theme leads (Lincoln)</li> <li>• Assessment lead (Lincoln)</li> <li>• Senior Tutor (Lincoln)</li> </ul>	<ul style="list-style-type: none"> <li>• Academic staff in Anatomy in Nottingham</li> <li>• Curriculum theme leads in Nottingham</li> </ul>



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## UNIVERSITY OF LINCOLN PERSON SPECIFICATION

<b>JOB TITLE</b>	Lecturer in Anatomy (TSPP)	<b>JOB NUMBER</b>	COS600
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<b>Selection Criteria</b>	<b>Essential (E) or Desirable (D)</b>	<b>Where Evidenced Application (A) Interview (I) Presentation (P) References (R)</b>
<b>Qualifications:</b>		
Honours degree (e.g. BSc) or equivalent in a relevant subject, or a primary medical qualification	<b>E</b>	<b>A</b>
Working to or having completed a PhD in relevant discipline or equivalent demonstrated research record (normally by publication but where appropriate through professional achievement)	<b>E</b>	<b>A</b>
Higher education teaching qualification (e.g. PGCHE or HEA fellowship) OR a commitment to complete one	<b>E</b>	<b>A</b>
<b>Experience:</b>		
Prior experience of teaching and assessing Anatomy in an undergraduate degree programme	<b>E</b>	<b>A</b>
Prior experience of organisation and delivery of a curricular theme in an undergraduate degree programme	<b>D</b>	<b>A</b>
Experience of teaching Histology and Embryology at undergraduate level	<b>D</b>	<b>A</b>
<b>Skills and Knowledge:</b>		
Good IT skills- email, Microsoft office tools and use of the internet	<b>E</b>	<b>A/P</b>
Good understanding of relevant educational principles and approaches	<b>E</b>	<b>I</b>
Ability to set own objectives, prioritise and plan own workload and meet set objectives	<b>E</b>	<b>I</b>
Excellent written and verbal communication skills	<b>E</b>	<b>A/I/P</b>
Excellent planning and organisational skills	<b>E</b>	<b>I</b>
Excellent interpersonal skills	<b>E</b>	<b>I</b>
Ability to teach a topic in Anatomy in a focused way, at an appropriate level for medical students in the early years of their study	<b>E</b>	<b>P</b>
Ability to support students in their study through academic counselling	<b>E</b>	<b>A/I</b>
Ability to contribute to curriculum development	<b>E</b>	<b>A/I</b>
<b>Competencies and Personal Attributes:</b>		
Demonstrated commitment to undergraduate medical education	<b>E</b>	<b>I</b>
Demonstrated ability to work in a team supporting colleagues and sharing expertise	<b>E</b>	<b>A/I</b>
Willingness to adopt the ethos and principles of the University of Lincoln to improve the student experience	<b>E</b>	<b>I</b>

<b>Business Requirements:</b>		
Able to travel to the University of Nottingham Medical School of curricular meetings – may require an earlier/later than normal start/finish to the working day	<b>E</b>	<b>I</b>
Able to participate, on a rotational basis, in admissions/marketing events outside of normal working days/hours such as open days, insight days, post-offer visit days, etc.	<b>E</b>	<b>I</b>

**Essential Requirements** are those, without which, a candidate would not be able to do the job. **Desirable Requirements** are those which would be useful for the post holder to possess and will be considered when more than one applicant meets the essential requirements.

<b>Author</b>	DM	<b>HRBP</b>	SP
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