

CANDIDATE PACK

Course Lead for Assessment

School of Medicine

Closing Date for Applications

23:59 Sunday 23rd October 2022





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WELCOME MESSAGE FROM THE VICE CHANCELLOR

FORWARD THINKING AND DOING

Surrey is made up of many talented individuals who make us a great institution. And working together, and connecting with external institutions, businesses and government make us even stronger.

Since the University’s founding in the 1960s, and before that at Battersea College, our community has thrived on strong connections with the world outside our campus. This spirit of collaboration is evident across the University today at every level. It informs our teaching, adds value to our research and increases our impact – connecting people with ideas, students with opportunities and businesses with technology.

Collaboration begins with the connections we make in our community, supporting projects that make a difference locally, and extends to our global partnerships that are enabling transformative research in areas such as 5G and 6G, AI, cancer treatment and sustainable tourism.

Around the globe and beyond, Surrey plays a significant role. We were one of only a few UK universities invited to take part in the GREAT Festival of Innovation in Hong Kong, a wonderful forum for collaboration and interdisciplinary discussion on technologies that will drive the UK’s future economic growth. We also saw the first successful deployment of the RemoveDEBRIS satellite, a project we are leading with a consortium of space sector organisations.

There’s real energy, momentum and ambition to Surrey. It has always been part of us, and I’m excited to be able to share with you how we’re taking that energy forwards into the future using our values of;

- **Inclusion** - to value everyone in our community
- **Inspiration** - to find it in ourselves and each other
- **Innovation** - to work together to make tomorrow better than yesterday
- **Integrity** - to do the right thing, individually and collectively

These collaborations, and many others, are bringing improvements across a diverse range of fields, and new connections are propelling us in surprising directions. At Surrey, we are continuously redefining and joining together the many spheres that surround us – from real worlds to virtual ones, and from the worlds inside ourselves to those at the farthest reaches of our imagination.

Professor G Q Max Lu AO DL FAA FTSE
President and Vice-Chancellor
University of Surrey

See our [Key Facts and Figures](#) here.
 Find out more here about [Sustainability at Surrey](#)



JOIN OUR SUCCESS STORY

WE HAVE ALREADY MADE SIGNIFICANT PROGRESS TOWARDS THIS GOAL, AS DEMONSTRATED BY OUR METRICS

As a Top 20 university nationally and Top 200 globally, we generate nearly £50m of research income annually and were amongst the Top 30 in the last Research Excellence Framework (REF). We are 9th nationally for overall student satisfaction and are financially sustainable, with a healthy 3.5% underlying surplus.

University of Surrey celebrates strong performance on student satisfaction in National Student Survey 2022. Improvements in teaching quality, assessments and feedback, support and services for students have helped lift the University of Surrey into the top 10 for this year's National Student Survey – with an overall satisfaction score of 84 per cent.

This strong performance builds on the excellent graduate employment outcomes released last month, with Surrey ranked in the top 10 in the UK for graduate employability in the HESA Graduate Outcomes Survey 2022.

The University now ranks as the 9th placed university in the UK (excluding specialist providers) for student satisfaction in the Office for Students' benchmark survey – up from 25th in 2021 and 111th in 2020.

In 2021, Surrey was one of only six institutions to improve on student satisfaction. The continued significant improvement in 2022 reflects a University-wide strategic focus on delivering an excellent student experience.

[Student Satisfaction Report 2022](#)



A GLOBAL UNIVERSITY

A GLOBAL COMMUNITY OF IDEAS

In addition to its core academic activities the University owns and manages the Surrey Research Park. The Park is home to a number of technology, science, health and engineering companies, many of which are spinouts from the University or benefit from close links with the University's academic activities. Student and outreach sport are delivered by the University's wholly owned subsidiary company Surrey Sports Park Limited, acting as agent for the University.

Our vision is to be a leading global university, renowned for the outstanding quality and impact of our graduates and research, together making great contributions to society. We have already made significant progress towards this goal, as demonstrated by our metrics.

INTERNATIONAL ENGAGEMENT

We take a strategic lead in ensuring the University's international engagement is strengthened through a network of mutually beneficial partnerships across the world. In addition, we provide students with unique international experiences and opportunities to develop skills and enhance their employability prospects.

The University has been part of the Santander Universities Network since 2007, providing funding for international mobility opportunities for students and staff, entrepreneurship activities, internships and Portuguese language programmes.

Internationalisation permeates all that we do at Surrey, contributing significantly to our mission to solve global challenges, lead research and innovation, and fuel generations of students with a spirit of curiosity and a desire to improve the world we live in.

With more than 390 active international partnerships, the University of Surrey has a far reaching and multilateral international outlook, encompassing research, teaching, professional training and student and staff exchange activities. Find out more about [Our Global Partners](#)

YOUR FUTURE – OUR FUTURE

WE’VE ALWAYS BEEN VERY PROUD TO PLAY A PART IN THE RICH LIFE OF GUILDFORD AND OUR SURROUNDING AREA, AND WE WORK HARD TO DEVELOP MEANINGFUL AND BENEFICIAL CONNECTIONS WITH OUR LOCAL COMMUNITY

Our Aims

- To be a global leader in higher education research and innovation and a destination of choice for researchers, including postgraduate research students, in the UK and internationally.
- To be a leading research institution with talented staff and students committed to research and innovation excellence and to benefitting the economy, society and the environment.
- To become a preferred partner for government, business, industry and other universities in creating knowledge, technological solutions, digital transformation and policy innovation.
- To be an engaged and connected university which is the intellectual home for alumni, supporters, and the local community. Read the latest [Social Impact Report here](#).

FORWARD THINKING AND DOING

As society emerges from the implications of the global pandemic, we will focus on building the foundations for a better future. We will create an environment where our community comes together as one to educate and develop the future leaders and citizens that will make the world a better place. At the same time, we will be creating new knowledge, sharing our ideas and innovating to contribute to society in collaboration with our stakeholders and partners around the world.

We need academics who can conduct research at the leading edge, who are forward-thinking, who provide an exceptional experience for our research students and partners, and who value and generate innovation outcomes. They are the agents for the ‘Surrey Advantage’, culminating in the premium that each and every student or partner gains by choosing us as the place to complete postgraduate research or to collaborate.

This strategy refresh extends our existing [Forward Thinking. And Doing Corporate Strategy](#) to 2024 to bridge the University’s ambitions from where we were pre-pandemic, through the national and international recovery period, to build a strong platform from which we can aspire to even greater achievements in the future.

RESEARCH AND INNOVATION

THE UNIVERSITY OF SURREY HISTORY OF COLLABORATION. THE CONNECTIONS WE MAKE HAS A PROUD ACROSS DISCIPLINES AND DEPARTMENTS, AND WITH OTHER INSTITUTIONS AND INDUSTRY, ENABLE US TO ACHIEVE RESEARCH BREAKTHROUGHS THAT MAKE A DIFFERENCE TO SOCIETY

There are many examples of this across the University. We host the UK’s largest research centre in 5G and 6G – which is developing the communications infrastructure that will underpin the way we communicate, work and live in the future – and are also home to the GCHQ-accredited Surrey Centre for Cyber Security. In 2017, three decades of ground-breaking research on the relationship between nutrition and health won us a coveted Queen’s Anniversary Prize, while our newest School of Veterinary Science is already advancing research for the improvement of animal welfare, consistent with a broader ‘one-health’ agenda.

This research excellence is also at the heart of what we offer at Surrey in terms of teaching, adding real-world relevance and unique content to our undergraduate and masters courses, and enabling our PhD students to benefit from a world-class research environment. We are proud to welcome high calibre young researchers to our community as they begin their academic careers, and even prouder to see them moving.

Read more here [Research and Innovation Strategy](#)



EQUALITY, DIVERSITY AND INCLUSION

AT SURREY, WE ARE VERY PROUD OF THE DIVERSITY WITHIN OUR COMMUNITY AND ARE COMMITTED TO PROVIDING AN INCLUSIVE ENVIRONMENT THAT OFFERS EQUITABLE OPPORTUNITIES FOR ALL

We strive for Surrey to be a place where everyone feels welcomed, valued and safe. Our vision to be a leading global university relies on our proven ability to attract the best people from the UK and internationally to work and study here; this can only be achieved when we work together to create a truly inclusive culture.

Our Equality, Diversity and Inclusion (EDI) Plan 2020-2025 lays out our aims to develop our inclusive and supportive culture, eliminate discrimination, harassment and victimisation, and advance equality of opportunities. Across University of Surrey, we are working actively towards fulfilling our EDI Plan targets and encourage everyone to engage with and participate in its progress. To achieve culture change, we are working to embed EDI in all teaching and learning, research and partnerships, as well as supporting our professional services colleagues. This will enable a self-sustaining process that will support EDI in becoming 'second nature' for our community.

See the plan here [Equality, Diversity and Inclusion Plan 2020 - 2025](#)

We are proud members of the Race Equality Charter and the Athena SWAN Charter for gender equality (holding University and departmental awards). We are also a Stonewall Diversity Champion and a committed Disability Confident employer.

Our AccessAble app provides accessibility support to people who need it around our campus and we have thriving staff networks and equality groups that support our work in all our areas of equality (gender, race/ethnicity, LGBTQI+, disability and faith).

[Watch our Inclusion Video](#)



WELCOME MESSAGE PVC AND DEAN OF FACULTY

I am proud to lead the Faculty of Health and Medical Sciences at the University of Surrey. Our four schools are exciting and vibrant, with wonderful interdisciplinary teaching and research in human and animal health. Working together under our newly established 'One Health, One Medicine' vision, promoting a whole-society approach to health and wellbeing, we offer state-of-the-art operations and solutions to today's health, mental health and medical challenges. We are recognised for student satisfaction, employability, collaboration and our 'can do' ethos, and produce top-quality, work-ready graduates.

I share and champion the ambition of colleagues across the faculty and wider University to build on this pioneering spirit and to forge even more real-world, real-time research, innovation, and entrepreneurship. The new graduate entry Medicine degree programme is a fantastic example of our determination to grow new and high-quality areas of academic provision. Our offering will be truly interprofessional, incorporating Health Sciences, Psychology, Veterinary Medicine, Biosciences, Engineering, Arts, Social Sciences, and Business, and allowing students in different areas of Medicine to train and learn together. Being interprofessional is core to our vision. We will place particular emphasis on digital and communication health technology, promoting an integrated and technologically advanced approach to healthcare.

We are incredibly excited by the prospect of developing a new medical degree programme and are keen to talk with leading clinicians with the skills and networks to develop a nurturing academic environment, both at the University and with our partner NHS Trusts.

If you are a leading, research active, education-focused, student-attentive clinician who is up for a new leadership challenge, we would love to hear from you.

I very much look forward to meeting you in due course.

Professor Paul A. Townsend
Pro-Vice-Chancellor and Executive Dean of
the Faculty of Health and Medical Sciences
University of Surrey

[Find out more about our research here](#)



OVERVIEW OF THE MEDICAL SCHOOL

THE UNIVERSITY OF SURREY IS DEVELOPING A NEW GRADUATE ENTRY MEDICINE DEGREE PROGRAMME THAT WILL LEAD THE WAY IN TRAINING DOCTORS IN AN INTERPROFESSIONAL LEARNING ENVIRONMENT TO DELIVER PERSONALISED MEDICINE IN A DIGITAL AGE.

As the needs of the population change, people want and need comprehensive and integrated health and social care delivered at or near their homes. The NHS is changing to keep pace with this. The health workforce of today and tomorrow must develop a new approach to wellbeing that integrates mental and physical health, using new communication and digital technologies to improve patient care and patient safety.

The University of Surrey aims to deliver an innovative, engaging and exciting programme to produce doctors fit for the future, willing and able to work across all specialties in the NHS within primary, secondary and tertiary care. Surrey and West Sussex have some of the best performing NHS Trusts and general practices in the country, with many great opportunities for medical students to learn cutting edge medical practice and leadership in medicine.



OUR VISION

Our graduates will be trained to be leaders of change in the digital age, to embrace policy and develop innovative approaches to shaping the future of UK healthcare. We will produce doctors who are evidence-guided whilst also ensuring a patient centred approach at all times.

At the heart of our vision is a [‘One Health, One Medicine’](#) approach, which began with the launch of our pioneering School of Veterinary Medicine in 2014 and the opening of our Innovation for Health Learning Laboratory in 2017. This ethos promotes the connection between the health of humans, animals and ecosystems.

At Surrey, we have the power to deliver a truly integrated training programme for our medical students. Located within a multidisciplinary learning environment our medical students will have opportunities to work with and alongside students studying nursing, midwifery, paramedic practice, nutrition, biomedical sciences and physician associate studies.

Our capabilities in 6G technology, AI, Sustainability and Innovation for Health, together with unrivalled business links with world-leading companies provide a fertile environment to grow and nurture innovative doctors who understand the power of technology to transform health economics and patient experience and will be confident to be leaders of change in the digital age

[Find out more about our Medical School here](#)

OUR STRATEGY

“Our goal is to put you in charge of your own development, not only nurturing the independence and resilience that you’ll need as a doctor, but instilling the drive and ambition to continue with lifelong learning, contributing to the advance of medical science.”



Professor Juliet Wright
Founding Dean
School of Medicine

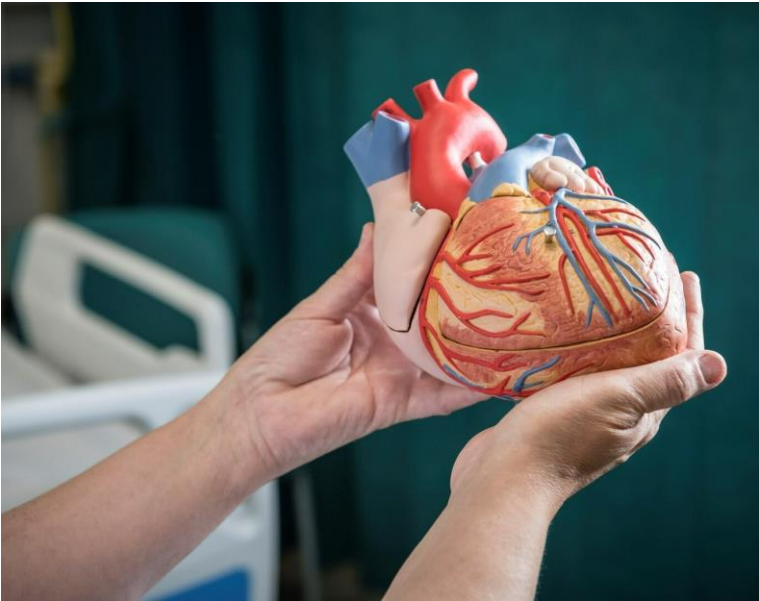
OUR PROGRAMME

The University of Surrey is planning an exciting new medical programme, which will produce a new type of skilled medical graduate, ready and able to meet the increasing needs of tomorrow’s patients. We will be working with an established UK medical school to create an independent, four-year Bachelor of Medicine, Bachelor of Surgery programme.

Although currently limited to an international, postgraduate intake the University have future aspirations to secure government funded spaces for UK students as well as introduce a number of widening participation initiatives, to further the University’s commitment to improving access and removing barriers to a career in medicine.

Interprofessional learning will allow our students to learn together across a variety of human and animal health professional programmes. Shared learning will help them understand one another’s knowledge bases and create critical thinking clinicians who are well prepared to work as part of a team.

Our clinical placements will put patients at the centre of student’s learning, spanning primary, secondary, tertiary and community care facilities to ensure students gain an understanding of the full patient journey. We will encourage students to interact with our service users and simulation actors in safe learning spaces to engender real time simulation experiences.



THE FACULTY OF HEALTH AND MEDICAL SCIENCES

THE PROGRAMME WILL SIT WITHIN THE FACULTY OF HEALTH AND MEDICAL SCIENCES WITH ITS 5,000 STUDENTS.

We currently employ exceptionally talented staff across the Schools of Biosciences and Medicine, Health Sciences, Psychology, and Veterinary Medicine. The world-class research, learning, and teaching capabilities in the faculty are enabled by focused, well-resourced facilities including the state of the art clinical simulation facility.

Our mission is to improve the health and wellbeing of humans and animals and their environments through new knowledge and its application to the design, development and delivery of responsible innovation with impact.

Within this context, our 2022 research strategy, focused on leading health and wellbeing improvements in infectious diseases, cancer, diabetes, sleep and dementia, will enable us to train doctors within our existing research strengths. Our Clinical Research Centre, Clinical Trials Unit and renowned Sleep Centre will be core pillars in the delivery of this.

The University of Surrey has an excellent track record in health education and we are well supported through Surrey Heartlands ICS (Integrated Care System) and associated partners to be at the forefront of innovation in teaching and learning for the next generation of clinicians. Recent investments in the Surrey Clinical Skills Centre, the Innovation for Health science laboratory, Health Tech Accelerator facility, and Dementia Institute living labs, provide the ability to contribute to a medical undergraduate degree course for technologically enabled clinicians.



THE ROLE

The core focus of this role will be the development and delivery of a high quality, reliable and valid medical undergraduate assessment programme; that ensure the standards required for students to graduate with a primary medical qualification in the UK.

In addition, the role holder will lead the development of novel formative and summative assessments in the Surrey GEM programme, including use of work based place assessments and professional portfolios, using evidence-based contemporary assessment theory and methods. The assessment programme will have a particular emphasis on student feedback and feedforward mechanisms that support individual student learning needs.

The Lead for assessment, working closely with the Dean for Medicine, will be responsible for the development of the assessment programme and the student experience across Medicine, in line with the University's Learning and Teaching Strategy and other institutional policies.

The post holder will make significant contribution to the leadership and project development of a community-facing new Medical School, and delivery of its undergraduate medical programme.

The role includes leading, developing and delivering the BMBS assessment programme with its team of teachers, and developing successful relationships with NHS partners. The post holder is also expected to represent the programme internally within the university and externally to a wide range of stakeholders at a senior level.

Please review the separate Job Description for full details of the responsibilities and activities associated with this position

In addition to the responsibilities listed in the separate Job Description, the Course Lead for Assessment will be required to:

- Lead Surrey Medical School in the introduction and delivery of the Medical Licensing Assessment for final year students.
- Contribute to the teaching of relevant biomedical and clinical medicine to medical undergraduates within their field of interest in the core curriculum, student selected components, and student research projects
- Contribute to the peer observation of teaching and assessment.
- Attend relevant meetings concerned with undergraduate management and development including visits from the General Medical Council and other internal or external bodies.
- Represent Surrey Medical School at local, regional and national meetings relevant to medical education with internal and external bodies, and develop leadership in this domain.
- Support module leaders in exam question writing
- Support the development of staff with OSCE question writing and lead on the innovative use of electronic marking and student feedback for OSCE examination
- Lead the teams managing the SBA and OSCE exam question databases, maintaining links with national experts in the domain.
- Support teachers in their teaching and use of new digital technologies to improve student learning student feedback and feedforward opportunities.
- Support educational appraisal for NHS teachers with significant roles in the BMBS programme
- Horizon scan for new policies/initiatives in medical assessment and their impact on teaching and learning

THE PERSON

WE ARE LOOKING FOR SOMEONE WHO IS ABLE TO DEMONSTRATE THE FOLLOWING ESSENTIAL TECHNICAL COMPETENCIES:

- Significant academic publication record.
- Evidence of leadership in medical learning and teaching in an academic environment with deep knowledge of medical education principles and practice.
- Experience of course accreditation and quality assurance processes in a medical education field.
- Evidence of high quality teaching and extensive experience of curriculum development.
- Evidence of having made a recognised contribution to Medicine through professional activities.
- Excellent verbal and written communication, inter-personal and networking skills, and evidence of ability to build effective working relationships at all levels.
- Evidence of scholarly contributions to conferences, professional meetings and societies at a national or International level.

QUALIFICATIONS AND PROFESSIONAL MEMBERSHIPS

- Full registration with the GMC
- A higher professional qualification, normally a doctoral degree or equivalent
- Fellowship of the Higher Education Academy or Academy of Medical Educators



HOW TO APPLY

To apply for this role, please visit our website and upload your CV and a cover letter detailing how you meet each of the essential technical competencies of the role.

If you wish to find out more about the role or ask any questions, please contact Anna Foster, Resourcing Specialist by emailing a.g.foster@surrey.ac.uk

The closing date for applications is **23:59 on Sunday 23rd October 2022.**

The University of Surrey is committed to providing an inclusive environment that offers equal opportunities for all.

We place great value on diversity and are seeking to increase diversity in our community. Therefore, we particularly encourage applications from under-represented groups such as people from Black, Asian and minority ethnic backgrounds, women and people with disabilities.



TERMS AND CONDITIONS



➤ **Pay Scale and Model - follow the links to find out more**

[Pay Scale](#) and [Pay Model](#)

➤ **What are the benefits?**

[Link to our Benefits](#)

➤ **What pension scheme do you offer?**

[Link to USS Pension Scheme](#)

➤ **What is it like to work at Surrey?**

Hear from Professor Ravi Silva, Head of the AI Institute

[Watch a Video on "Working at Surrey"](#)

FREQUENTLY ASKED QUESTIONS

➤ [Will I be based on site?](#)

Agreements are held locally between the individual and the hiring manager and you will need to explore this at interview. See our approach to flexible working - [Staff Benefits and Flexible Working](#)

➤ [What if I want/need a certain piece of equipment to fulfill my duties?](#)

This would be assessed on a case-by-case basis so please raise this if you have specific requirements as early as possible.

➤ [What if I am not a UK Citizen?](#)

We currently pay the full cost of obtaining a Visa to work in the UK for new staff and renewals for existing members of staff - [Working At Surrey - Overseas Candidates](#)
Read our Eligibility to Work in the UK policy here - [Eligibility to work in the UK](#)

➤ [What is it like to live in Guildford?](#)

Find out more here - <https://www.surrey.ac.uk/working-at-surrey/guildford-life>

➤ [What is your relocation allowance?](#)

Up to £8,000 of eligible expenditure within Europe (moving to £15,000) and up to £15,000 of eligible expenditure worldwide.

➤ [How will I be assessed?](#) If you are shortlisted for interview, your resourcing specialist will be able to confirm the exact process with you.

➤ [What if I am ill on my interview day?](#) Due to the complexity of aligning diary dates with panel members, if you are ill on the day, please let us know. It would be difficult to reschedule your interview at short notice without causing long delays in the process.

➤ [Can I claim interview expenses?](#) You can claim reasonable expenses for interview. You will need to settle your expenses and provide us with your receipts and fill out an Expenses Form which we can provide to you.



For more information contact
a.g.foster@surrey.ac.uk