

| Post Details | | Last Updated: | |
|---|--|---------------|--|
| Faculty/Administrative/Service Department: | Faculty of Health & Medical Sciences (FHMS) School of Health Sciences | | |
| Job Title: | Lecturer A (Teaching track) | | |
| Job Family & Job Level | Research and Teaching | 4 | |
| Responsible to: | Head of Department or Faculty | | |
| Responsible for: | Not applicable | | |
| Job Summary and Purpose | | | |
| <p>To have significant input to the teaching and learning on the Clinical Psychology training programme, to cover staff on maternity leave. To contribute towards development and evaluation of trainees' clinical competencies, and quality assurance of placement activities.</p> <p>To participate in appropriate level of Faculty/ Department management and administration.</p> | | | |
| Main Responsibilities and Activities | | | |
| Teaching delivery and development: | | | |
| <p>Assist in developing teaching methods, materials and technologies to enhance the student learning experience.</p> <p>Plan, deliver and critically review a range of teaching and assessment activities including lectures.</p> <p>Act as clinical tutor for a number of the trainees.</p> <p>Join as a co-supervisor for trainee research projects.</p> <p>Organise the administration of an assignment and contribute to the marking teams of other assignments and provide timely and appropriate feedback.</p> <p>Continually update subject knowledge and understanding and apply advances to programme development.</p> | | | |
| Student pastoral care | | | |
| <p>Develop and use pastoral care skills to support the clinical and academic development of trainees and ensure a good trainee experience.</p> <p>Act as personal tutor and give first line support before referring students on to appropriate services.</p> | | | |
| Management and administration | | | |
| <p>Take on specific administration roles which contribute to the efficient management and administration of the programme/Faculty/Department.</p> <p>Grow personal involvement with academic, professional or clinical networks in the discipline.</p> | | | |
| Person Specification | | | |
| <p>Post holder must possess doctorate in Clinical Psychology (or equivalent). Post holder will be required to demonstrate:</p> <ul style="list-style-type: none"> • Evidence of teaching and presentational skills or the potential to acquire these. • Evidence of administrative/organisational skills or the potential to acquire these. • Evidence of familiarity with current developments in the relevant discipline or profession. | | | |
| Relationships and Contacts | | | |
| <p>Participate in Faculty committees relevant to teaching, learning and administrative duties, e.g. Faculty Board of Studies and Examination Board. Teaching and administrative duties will be allocated by the Head of</p> | | | |

Faculty/Department, within the context of the programmes agreed by the Faculty Learning and Teaching Committee or similar body.

Special Requirements

The post holder may be expected to work outside normal office hours as necessary.

The post holder will be expected to contribute to programme development, refreshing and assessment activities throughout the academic year, including times when students are not on campus.

All Staff are expected to:

Positively support equality of opportunity and equity of treatment to colleagues and students in accordance with the University's Equal Opportunities Policy.

Undertake such other duties within the scope of the post as may be requested by your Manager.

Help maintain a safe working environment:

- Attend required Health and Safety training as part of probation and induction and as duties and techniques change.
- Follow local codes of safe working practices and University Health and Safety Policy

Addendum

This document provides additional information relating to both specific aspects of the post/Faculty and any post specific person specification criteria. The information contained within this document should always be read in conjunction with the accompanying generic Job Purpose.

Job Title:

Lecturer A (Teaching track)

Background Information/Relationships

Summary of the role:

This post is intended to provide teaching cover for a member of staff going on maternity leave over the period from 25/04/23 – 17/04/24 at 0.4 FTE (**more hours may be available**). You will be expected to deliver lectures in your specialist area/s, undertake clinical skills development of the trainees and undertake 3 monthly reviews of the trainee's clinical progress on placement. Contribute to the personal and professional development of the trainees. Contribute to co-supervision of trainee research projects. Having a qualification as a CBT practitioner with BABCP would be an advantage to support the programme in delivering this pathway, but is not essential for the role. The postholder will be expected to contribute to the administration and marking of trainee academic work as well as supporting the selection of a new cohort of trainees.

Responsible for:

Line management for a group of trainees, teaching aspects of the clinical programme, contributing to research and curricula content development according to own speciality, ensuring excellent trainee experience within taught sessions and supporting students in their learning.

Person Specification

This section describes the sum total of knowledge, experience & competence required by the post holder that is necessary for standard acceptable performance in carrying out this role. This is in addition to the criteria contained within the accompanying generic Job Purpose.

| | Essential/ Desirable |
|---|-------------------------|
| Honours degree and Practitioner doctorate degree (if qualified post 1994) | E |
| Registered with HCPC | E |
| Experience of teaching within the NHS or on health-related programmes | E |
| Evidence of innovation in learning and teaching | D |
| Evidence of supervising student research projects | D |

Key Responsibilities

This document is not designed to be a list of all tasks undertaken but an outline record of any faculty/post specific responsibilities (5 to 8 maximum). This should be read in conjunction with those contained within the accompanying generic Job Purpose.

1. To contribute to the academic delivery of the Clinical psychology training programme;
2. To contribute to relevant programme boards and management meetings;
3. To contribute to the development of placements through Surrey, West Sussex and SW London,
4. Line management for a group of trainees, to include undertaking clinical competency reviews with trainees and their supervisors
5. Supervise research projects in area of expertise.
6. Contribute to the marking of clinical assessments.
7. To ensure the programme is relevant and current through contributing own specialist knowledge;
8. Contribute to the selection of the new cohort of trainees.