University of Greenwich

JOB DESCRIPTION

<table>
<thead>
<tr>
<th>Job Title:</th>
<th>Senior Lecturer Adult Nursing and Paramedic Science</th>
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<tr>
<td>Grade:</td>
<td>AC3</td>
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<tr>
<td>Department:</td>
<td>Adult Nursing and Paramedic Science</td>
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<tr>
<td>Date of Job Evaluation:</td>
<td>End of first year in post</td>
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<td>Role reports to:</td>
<td>Head of Department for Adult Nursing and Paramedic Science</td>
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<tr>
<td>Direct Reports:</td>
<td>Head of Department for Adult Nursing and Paramedic Science</td>
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<td>Indirect Reports:</td>
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<tr>
<td>Other Key contacts:</td>
<td>Deputy Head of Department, Quality Lead Programme Leaders</td>
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This role profile is non-contractual and provided for guidance. It will be updated and amended from time to time in accordance with the changing needs of the University and the requirements of the job.

PURPOSE OF ROLE:

To provide education relating to adult nursing and paramedic undergraduate and post-registration programmes of study and to other students as appropriate across a range of programmes.

To play a key role in working with colleagues to respond to ongoing health and social care agendas developing and delivering curricula that meet the needs of the workforce, with a focus on adult nursing and paramedic science.

To have responsibility for delivery of provision focused on adult nursing and paramedic science.

Main Activities and Duties

- Contribute to learning and teaching across a range of pre registration and post qualifying programmes with a particular focus on adult nursing and paramedic science.
- Liaise with local healthcare services where students undertake placements, providing support to students and their practice placement educators/mentors, fulfilling the role of link teacher.
- Coordinate courses within the department as appropriate to role and professional expertise.
- Act as a personal tutor and research supervisor providing support and supervision accordingly.
- Contribute to the assessment process (i.e. marking, moderating and attendance at assessment panels and examination boards; facilitating assessment in practice).
- Contribute to the ongoing quality monitoring, review and development of programmes within the field of adult nursing and paramedic science.
- Promote the scholarly development of adult nursing and paramedic science within the school through participation in research and/ or practice development and publish papers arising from this work.
- Contribute to marketing and student recruitment and selection activities.

KEY ACCOUNTABILITIES:

Team Specific:

- Teaching & learning support
  - Design teaching materials and deliver teaching across a range of programmes and courses as appropriate.
  - Use appropriate teaching, learning support and assessment methods.
  - Identify areas where current provision is in need of revision or improvement.
  - Set and assess work and provide feedback to students.
  - Support students and practice educators/ mentors in practice based learning, fulfilling the role of link teacher and monitoring the quality of the learning environment.
Liaison and networking
- Develop internal and external networks with a range of organisations
- Through the above activities and in liaison with colleagues, identify emerging and ongoing training needs

Expertise
- Possess sufficient breadth and depth of specialist discipline specific knowledge to develop appropriate teaching programmes for students and practice assessors in this area and the provision of learning support
- Use a range of learning and teaching strategies to enthuse and engage students

Teamwork
- Actively engage with colleagues within the department and across the School as a whole
- Collaborate as a member of a team on course development and curriculum changes

**Generic:**

Research and scholarship
- Engage in subject, professional and/or pedagogy research
- Extend and apply knowledge acquired from research to teaching and appropriate external activities
- Develop and produce learning materials and items for publication

Communication
- Routinely communicate complex and conceptual ideas to those with limited knowledge/understanding as well as to peers using a range of media

Pastoral care
- Be responsible for the pastoral care of students, fulfilling the role of personal tutor and / or professional tutor group leader (PTG)

Initiative, problem-solving and decision making
- Identify the need for developing the content or structure of courses with colleagues and make proposals on how this should be achieved
- Develop ideas for promoting learning opportunities within health care with external organisations
- Develop ideas and disseminate the results of scholarship, including relevant research
- Contribute to the accreditation of courses and quality monitoring processes
- Tackle issues affecting the quality of delivery within scope of own level of responsibility, referring more serious matters to others as appropriate

Planning and managing resources
- Co-ordinate with others such as academic colleagues and support staff to ensure that student needs and expectations are met
- Manage projects relating to development of learning and teaching and or practice/work-based learning and the organisation of external activities such as formal liaison with other related organisations and agencies
- Be responsible for administrative duties associated with course coordination and clinical liaison, preparing and submitting reports as required

**Managing Self**

Managing people
- Manage own teaching, scholarly and administrative activities, with guidance if required

Sensory, physical and emotional demands
- Balance the pressures of teaching, student support and supervision, curricula development, administrative duties and competing deadlines

Work environment
- Work with colleagues to ensure that the working and teaching environment (including practice placements) is conducive and fit for purpose
University of Greenwich

Core Requirements
- Adhere to and promote the University’s Equality and Diversity policies
- Ensure compliance with Health & Safety regulations
- Support and promote the University’s Sustainability policies, including the Carbon Management Plan, and carry out duties in a resource efficient way, recognising the shared responsibility of minimising the university’s negative environmental impacts wherever possible

Additional Requirements:
Car driver with own transport, or capacity to travel independently between university campuses and to NHS trusts and other locations where students are placed, where meetings are placed, or where teaching activity occurs.

KEY PERFORMANCE INDICATORS: Achievement of key accountabilities - as set out above
- Teaching informed by contemporary research and policy and which draws on evidence based ‘best’ practice
- Engagement with research, scholarship or practice development and production of outputs associated with this work
- Relationships with students, peers and external colleagues, including mentors and practice based colleagues
- Meets deadlines set
- Produces reports which are accurate, informative and appropriate for purpose

KEY RELATIONSHIPS (Internal & External):
Colleagues in the Department of Adult Nursing and Paramedic Science
Colleagues in / across other School departments
Colleagues across the University
Clinical staff within local NHS Trusts/ independent/ voluntary sector/ allocated ‘link’ areas.

PERSON SPECIFICATION

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<tr>
<th>Experience</th>
<th>Essential</th>
<th>Desirable</th>
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<tr>
<td>Experience of working /teaching in an advanced practitioner or paramedic role.</td>
<td>Experience of teaching and assessing students in practice/placement, and / or in campus based learning.</td>
<td>Experience of curriculum development/team leadership.</td>
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<th>Skills</th>
<th>Essential</th>
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<td>Contemporary knowledge &amp; experience of advanced nurse practitioner/paramedic education and practice including current policy, research, professional developments.</td>
<td>Excellent interpersonal, team working and organisational skills including management of competing priorities.</td>
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<td>Competent IT skills and creative use in teaching &amp; learning.</td>
<td>Research/scholarly publications record.</td>
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<td>Car driver with own transport.</td>
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<th>Qualifications</th>
<th>Essential</th>
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<td>Current registration with NMC as an adult nurse or HCPC as a paramedic</td>
<td>Relevant Masters degree</td>
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<td>PG Dip Education or equivalent, or willingness to undertake one.</td>
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<td>PhD/ doctorate or willingness to work towards one.</td>
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Signature(s) M Redfern  Date of issue...........................