

Job Description

Job Title: Associate Lecturer in Clinical Skills Training
Job Ref: HED353
Campus: Hendon
Grade: Grade 6
Salary: £31,834 - £36,508 per annum (inclusive of Outer London Weighting)
Period: Permanent

Reporting To: Head of Department, Adult Child and Midwifery

Job summary

The role will be held by someone with a sound technical knowledge and an awareness of nursing, midwifery and other healthcare roles. The main emphasis of the role is to provide support to the technical team in our nursing and midwifery clinical skills areas so it can operate effectively, whilst providing straightforward technical expertise to students and staff. The post-holder should also be able to facilitate skills practise drop In sessions for students on our nursing and midwifery programmes. The post-holder will operate under readily available guidance and supervision from our academic and skills team.

Overall Job purpose

To provide general technical guidance to technicians, students, staff and customers to enable effective teaching, learning and research in our clinical skills facilities

Main responsibilities

Learning and teaching:

Teaching delivery

- May provide instruction and expertise to students and staff about use of technical equipment/ facilities, to help them work safely and effectively. Typically provided in a taught class led by an academic.

Teaching commitment

- Support class activities, including practical work: emphasis on instruction and demonstration from a technical perspective. Teaching interaction is typically unscheduled: emphasis is often about helping students understand how to use pieces of technical equipment safely and effectively.
- Prepare teaching environment (e.g. set up equipment, organise materials or documentation).

Technical:

Administration and resource co-ordination

- Co-ordinate allocated resources efficiently, ensuring continual availability of consumables and loan equipment.
- Perform administrative duties to support technical operations (e.g. student register, stores' inventory).

Training and induction

- Participate in technical induction, providing training on use of specified technical equipment including health and safety training.

Health and safety

- Promote compliance by staff and students in matters relating to Health and Safety at Work regulations in the use of equipment and materials.

Customer service

- Respond to basic technical queries from staff and students, referring more complex queries to colleagues with relevant technical expertise.

Projects

- Produce technical outputs (e.g. make objects or deliver straightforward assignments) that contribute to effective technical delivery.

PERSON SPECIFICATION

Technical Education/Qualifications

Essential

- Suitable experience in a similar technical environment
- Knowledge of the application of practical methods and techniques, work procedures and processes related to clinical skills for nursing, midwifery and other healthcare professionals
- Commitment to providing a high-quality experience for learners

Working with others

Essential

- Ability to work collaboratively and constructively with other technical and university colleagues to enhance student experience and outcomes

Health and safety

Essential

- An understanding of relevant policies, processes and legislation, including detailed knowledge of health and safety legislation

Behaviours

Technical staff at this level demonstrate a professional attitude and represent the values of the university. They recognise their role is central to the delivery of a high-quality student experience, and work collaboratively with colleagues from other university teams to deliver this. They are approachable and available for staff and students to provide technical expertise and show an interest in students work and support staff to solve technical problems. They demonstrate a commitment to high standards in their technical discipline. They enable students and staff to work confidently with equipment and resources, and act quickly when more in depth expertise is needed by referring to technical colleagues with the relevant expertise. Technical staff maintains a keen interest in technical developments that are relevant to the academic and research programmes they contribute to.

Working conditions:

Hours: 35.5 hours per week – full-time.

Leave: 30 days annual leave plus seven extra University days to be taken in conjunction with eight Bank Holidays (pro-rated).

Flexibility: Please note that given the need for flexibility in order to meet the changing requirements, the duties/location of this post and the role of the post-holder may be changed after consultation.

No Parking at Hendon campus: There are no parking facilities for new staff joining our Hendon campus, except for Blue Badge holders. If you are applying for a post at our Hendon campus please ensure you can commute without a car.

Information on public transport to Hendon can be found here:

http://www.mdx.ac.uk/campus/campuses/docs/Hendon_campus_map.pdf

We offer an interest-free season ticket loan, interest-free motorbike loan, and bicycle and motorbike parking and changing facilities.

Middlesex University is working towards equality of opportunity. Flexible working applications (including part-time working) will be considered.

Closing date: see job advertisement

Interview date: see job advertisement

What Happens Next?

If you wish to discuss the job in further detail please contact Sarah Chitongo at S.Chitongo@mdx.ac.uk or (020) 8411 2691.

If selected for interview, you will hear directly from someone in the School/Service/Campus, usually within 3 weeks of the closing date. If you do not hear from us you may assume that your application was unsuccessful.