

Job Description

Job Title: Associate Lecturer in Children and Young Peoples (CYP) Nursing (Clinical Skills)
Job Ref: HED512
Campus: Hendon
Grade: Grade 6
Starting Salary: £36,841 per annum inclusive of Outer London Weighting rising to £42,064 incrementally each year.
Hours: 35.5 hours per week, actual daily hours by arrangement
Period: Permanent

Reporting To: Head of Department, Nursing and Midwifery

Role Summary

The role will typically be held by an experienced CYP nurse and emerging academic with experience of teaching clinical skills and simulation. The role will provide support to academics and is aimed at enhancing the student learning and teaching experience in relation to clinical skills and simulation pre and post-registration CYP nursing. The Associate Lecturer will work within an established team within the clinical skills setting.

Job Purpose

To facilitate student learning, teaching and simulation activities in a variety of learning environments (physical and/virtual). To provide appropriate advice and/or support to students to promote effective learning.

Main responsibilities

Learning and teaching

- Deliver classes/seminars/workshops/ simulation included mandatory and statutory teaching within an established course and clinical skills team
- Deliver external teaching which may include travel
- Supervise learning activities, including simulated practice
- Contribute to assessment activities and feedback
- Develop learning resources for a range on internal and external teaching
- Enhance student experience and outcomes in relation to assessment and practice learning

Practice and knowledge transfer

- Deliver professional practice activities included simulated practice learning
- Engage in relevant professional practice to support personal development
- Engage in research and /or knowledge transfer to support personal development.

Administration and management

- Adhere to University policies and processes
- Contribute to effective and efficient running of department/school
- Undertake all mandatory and statutory training relevant to the role

Leave: 30 days per annum plus eight Bank Holidays and seven University days taken at Christmas (pro rata for part-time staff) which may need to be taken as time off in lieu.

Flexibility: Please note that given the need for flexibility in order to meet the changing requirements of the University, the duties and location of this post and the role of the post-holder may be changed after consultation. The balance of duties may vary over time and will be reviewed as part of the appraisal process.

PERSON SPECIFICATION

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Essential Requirements

Knowledge, Skills and Experience

- Must be qualified CYP nurse with current NMC registration and current practice.
- Appropriate academic qualifications (normally minimum of undergraduate degree and working towards a postgraduate qualification or relevant professional qualification).
- Ability to deliver high quality teaching in appropriate contexts.
- Understanding of relevant academic professional practice.
- Proven ability to work on own initiative and as part of a team.
- Commitment to completing formal training in academic practice.
- Experience of supporting learners in clinical practice
- Demonstrable commitment to fairness and the principles of equality and inclusion

Parking at Hendon campus

There are currently *Regular Parking Permits* and *Pre-Paid Parking options* available to new joiners. Further details are available on the *Travel and transport page* on the staff intranet. Please note if the number of applications becomes oversubscribed these parking options could be withdrawn at any point.

Information for Disabled Staff

Staff and visitors with their own current blue badge have access to free parking on campus. All blue badge holders should present a copy of their blue badge to the security office in the Quad. Holders will be given car park access up to the date of expiry of their blue badge.

Public Transport

Our Hendon Campus is well served by public transport with buses, London underground and British Rail services all within a short walk of the campus. You can get detailed journey information from TfL (www.tfl.gov.uk) and have a look at our directions and location to help plan your travel: <http://www.mdx.ac.uk/aboutus/Location/hendon/directions/index.aspx>

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

We value diversity and strive to create a fairer, more equitable work environment for our staff and students.

We offer a range of family friendly, inclusive employment policies, flexible working arrangements, staff diversity networks, campus facilities and services to support staff from different backgrounds.

The postholder should actively follow Middlesex University policies and procedures and maintain an awareness and observation of Fire and Health & Safety Regulations.

Standard paragraphs for posts requiring a DBS certificate

This post is exempt from the Rehabilitation of Offenders Act 1974 and requires a Disclosure and Barring Service certificate. You are therefore required to disclose details of any criminal record. ALL criminal convictions, cautions, reprimands or final warnings, even if they would otherwise be regarded as spent under this Act must be disclosed, as well as any other information that may have a bearing on your suitability for the post, including pending prosecutions.

The University will apply for a DBS certificate before your appointment is confirmed.

What Happens Next?

If you wish to discuss the job in further detail please contact **Cariona Flaherty, Interim Head of Department, Nursing & Midwifery** – C.B.Flaherty@mdx.ac.uk .

POST GRADUATE CERTIFICATE IN HIGHER EDUCATION

Staff who do not hold a teaching qualification in Higher Education may be required to undertake a PGCHE on appointment.

Set out below are the conditions which apply to newly appointed academic or related staff in relation to the PG Cert Higher Education programme:

- all staff with a contract of more than two years duration and not less than 0.5 FTE are expected to complete the programme unless exempted at the time of appointment;
- other fractional staff and part-time hourly-paid staff may enroll on the programme subject to the normal University conditions concerning payment of tuition fees;
- exemption shall be granted to suitably qualified and experienced staff: *i.e.* 3 years full-time or equivalent or PG Cert HE or equivalent;
- normally staff should be expected to complete the PG Cert HE programme successfully within 24 months of enrolling;
- normally there will be an upper limit of four years to complete the programme successfully. If problems are identified at 30 months every effort will be made to resolve them at a staff development level;

- failure to complete the programme within four years may result in delayed grade progression within the University from Lecturer to Senior Lecturer and is likely to be considered negatively when candidates in such a position apply for promotion;
- staff must be given adequate time to complete the programme within an agreed time framework (*i.e.* normally within 24 months);
- staff will normally be given a time allocation of 0.1 FTE in order to participate in the programme;
- staff who do not complete the programme successfully within 48 months of enrolment without good cause shall not receive a further increment until they do successfully complete the programme;
- where exceptional circumstances apply staff should have the right to appeal to the Deputy Vice-Chancellor against a decision to withhold increments pending successful completion of the programme within four years.

The following qualifications will be considered for exemption of new teaching staff from undertaking the PGCHE:

Either

- Qualified teacher status: e.g. Registered teaching qualification recognised by SEDA, Bed, PG Cert E or further education qualification;
- DFEE registered teaching number (school based number);
- Recognised ENB (NURSING) teaching qualification.

Or

- Three years full time teaching experience (subject to review following guidelines from ITLHE).

Not Accepted

General Adult Education cert. not accepted at present as it does not consider theories of learning, knowledge, needs, skills, and principles of learning.

Regardless of exemption, all new lecturers to the University MUST go through academic induction.