

## Clinical Academic Fellow Job Description

**Grade:** Trust MT03

**Department:** Learning & Development, Undergraduate Medical Education - Queen Alexandra Hospital (with attendance at University of Portsmouth as required)

**Reports to:** Site Block Lead

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### Job Summary:

The post holder will play a lead role in the delivery of undergraduate medical education in PHUT which comprises of two main components, the strategic partnership with King's College London (KCL) to deliver a Branch of the KCL MBBS GEM course at the University of Portsmouth (UoP) which started August 2024 and the existing undergraduate MBBS at the University of Southampton (UoS). Delivery of excellent undergraduate education is of strategic importance to PHUT, UoP and region, intending to help address the health and wellbeing needs of the Portsmouth, South East Hampshire and Isle of Wight health and care system.

Portsmouth Hospitals University NHS Trust is seeking a number of talented Clinical Academic Fellows who can demonstrate an enthusiastic approach to enabling medical students achieve the learning objectives relevant to particular themes across respective MBBS curricula. This involves the delivery of high-quality teaching, learning and assessment and supervision of student cohorts from the UoP (KCL) and UoS, both within the hospital setting but also at the University sites when needed.

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### Key Responsibilities:

The post holder will carry out the duties listed below in close collaboration, liaison and consultation with the Undergraduate Educational Team and others as appropriate such as site block leads, local teachers, departmental specialty leads, UG educational supervisors, UG clinical supervisors, and the undergraduate administration team:

- Teach and contribute to the preparation, delivery and assessment of relevant placement blocks. This will include developing clinical skills provision for medical students, providing facilitation workshops and be an active participant and team member for OSCE exams.
- Involvement in the local induction and orientation of each block of students during the academic year. Attendance at each induction.
- Contribute to the continuing development of the curriculum active participation at subject group meetings
- Ensuring teaching material, methods and approaches are current through scholarly activity or professional practice and personal development
- Manage delivery of own teaching, scholarly and administrative activities with guidance where required
- Contribution to pastoral tutoring, ensuring that students feel supported enabling them to thrive and play an actively engaged part of our vibrant student community.
- Where appropriate, supervise students' projects and placements. Act as a personal tutor to students to provide first line support and acting as a mentor when required
- Take part in relevant aspects of the student support and assessment processes (e.g. examination boards)
- Participate in internal networks for exchange of information and collaboration with colleagues, attending and contributing to subject group meetings for the benefit of education at the University of Portsmouth, KCL and University of Southampton

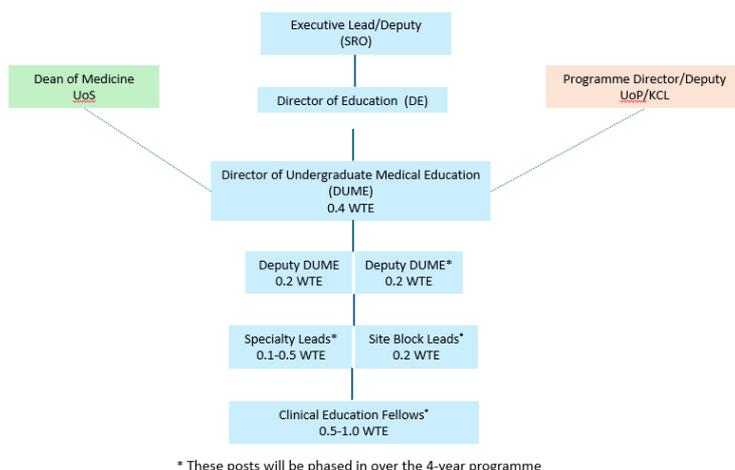
- Take part in marketing activities including preview / open days
- Signpost students in difficulties to appropriate support
- Notify senior colleagues should the level of performance, attitude or behaviour of a medical student give rise for a concern in relation to patient safety
- Participate in quality assurance and monitoring of the teaching delivery in secondary care, through direct observation, review of student feedback and discussion with colleagues.

## General

- The post holder has a general duty of care for their own health, safety and wellbeing and that of work colleagues, visitors and patients within the hospital, in addition to any specific risk management or clinical governance accountabilities associated with this post.
- To observe the rules, policies, procedures and standards of PHUT together with all relevant statutory and professional obligations.
- To observe and maintain strict confidentiality of personal information relating to patients, students and staff.
- To be responsible, with management support, for their own personal development and to actively contribute to the development of colleagues.

This job description summarises the main duties and accountabilities of the post and is not comprehensive: the post-holder may be required to undertake other duties of similar level and responsibility.

## Staffing Structure



## Key working relationships:

Site Block Leads

Director of Undergraduate Medical Education (DUME)

Deputy Directors of Undergraduate Medical Education

Placement Officers

Locality administrative team

Educational supervisors, senior professionalism tutors and pastoral tutors

The role holder will be expected to comply with requirements of the revalidation process established within the Trust. A system of joint Academic / NHS Appraisal will be in place for Consultant Clinical Academic staff. This is conducted on an annual basis in conjunction with a review of the post holder's job plan.

## Person Specification

### Qualifications

#### Essential

- Registered with the GMC with licence to practice

#### Desirable

- Participation in education training and, if not already held, an interest in obtaining a higher qualification in medical education

### Clinical Experience

- Expertise in medicine and clinical skills and competency to practice and teach extended practical and clinical skills
- Knowledge and understanding of the use of e-learning and/or a willingness to undertake training in this area
- Knowledge of clinical governance
- At least one year's experience of working clinically within the NHS setting
- Keep up to date with CPD and clinical developments in clinical skills, maintaining clinical expertise necessary to act as a role model

### Clinical Skills

- Ability to work collegiately and effectively as part of a team
- Excellent communication and interpersonal skills and the ability to present ideas to a student audience

### Other

- Committed to education and teaching. Enthusiasm for subject and student-centred
- Commitment to values of equality, diversity, and inclusion
- Prepared to work in the evening and weekends as equitably allocated across staff and where necessary. Prepared to travel and where necessary accompany students on educational visits

### Working Together for Patients with Compassion as One Team Always Improving

**Strategic approach** (clarity on objectives, clear on expectations)

**Relationship building** (communicate effectively, be open and willing to help, courtesy, nurtures partnerships)

**Personal credibility** (visibility, approachable, back bone, courage, resilience, confidence, role model, challenge bad behaviour, manage poor performance, act with honesty and integrity)

**Passion to succeed** (patient centred, positive attitude, take action, take pride, take responsibility, aspire for excellence)

**Harness performance through teams** (champion positive change, develop staff, create a culture without fear of retribution, actively listen and value contribution, feedback and empower staff, respect diversity)

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Job holders are required to act in such a way that at all times the health and well-being of children and vulnerable adults is safeguarded. Familiarisation with and adherence to the Safeguarding Policies of the Trust is an essential requirement for all employees. In addition, all staff are expected to complete essential/mandatory training in this area.

**Print Name:**

**Date:**

**Signature:**