

## Job Description

<b>Position:</b>	Lecturer/Workplace Coordinator in Physiotherapy
<b>School:</b>	Sport & Biomedical Sciences
<b>Reference:</b>	SBS-066/A
<b>Grade:</b>	Grade 7
<b>Status:</b>	Permanent
<b>Hours:</b>	Part-time (0.5 FTE)
<b>Responsible to:</b>	Head of School
<b>Responsible for:</b>	Delivery of teaching, assessment, curriculum development and associated research and enterprise initiatives.

### Main Function of the Post:

- To lead and teach on undergraduate and taught postgraduate Physiotherapy programmes, leading as appropriate in dedicated areas.
- To contribute and lead on organising, maintaining and expanding the placement provision for undergraduate and postgraduate courses.
- To liaise with the Faculty Placement Quality Lead to contribute to Physiotherapy placement audit.
- To be responsible for delivery of teaching, assessment, curriculum development and associated research and enterprise initiatives.

### Principal Duties and Responsibilities:

1. Be responsible for the design, delivery and on-going evaluation of relevant modules/programmes, ensuring School objectives and learning outcomes are met, and reflects relevant content and current practice.
2. To organise and manage placement provision for undergraduate and postgraduate courses.
3. To maintain current and foster new relationships with placement providers to source placement opportunities for Physiotherapy students.
4. Develop and monitor innovative and creative appropriate assessments which measure student performance and understanding, to ensure learning outcomes have been met.
5. Challenge ideas, foster debate and encourage students to develop skills in critical discourse and rational thinking.
6. Use a variety of learning and teaching methods/materials (e.g. web-based and blended learning) to enhance the student experience.
7. Take responsibility for the pastoral care of students within a specified area, referring to problems on where complex or serious.

8. Coordinate others and plan assessment deadlines and specific teaching arrangements to ensure student needs and expectations are met and that time and resources are used effectively.
9. Undertake research or other agreed scholarly activity in order to contribute to the development of School practice.
10. Manage the demands of teaching, administration, research and scholarly activity to ensure competing deadlines are met.
11. Design, review and adapt academic/programme content and guidance materials by interpreting student feedback, pre-empting needs to enable input to the overall development of the programme and enhance and support student progression and experience.
12. Identify and prepare proposals and applications to external bodies, as required, to secure research funding and generate additional income/opportunities for the University.
13. Supervise the work of taught postgraduate and/or research students, as required, to support the development of student research skills.
14. Identify gaps in course content and programme structure with colleagues and devise creative solutions which meet the requirements of overarching teaching frameworks.
15. Proactively and effectively engage with quality assurance procedures, contributing to papers as appropriate, to ensure School/University standards are upheld.
16. Contribute to and assist in appropriate pre-entry, recruitment, selection, and admissions activities (including Open Days/Industry and Partner Visits) to promote the School and identify student needs and expectations. Coordinate student events ensuring appropriate use of time and resources.
17. Interact on a professional level with relevant internal and external professional bodies to ensure currency of knowledge, relevancy and accreditations.
18. Ensure a safe working environment and abide by University health and safety policies and practices and to observe the University's Equal Opportunities policy and Dignity at Work policy at all times.

**Note:**

This is a description of the role requirements as it is presently constituted. It is the University's practice to periodically review job descriptions to ensure that they accurately reflect the role requirements to be performed and if necessary update to incorporate changes where appropriate. The review process will be conducted by the relevant manager in consultation with the role-holder.

Please note that this appointment is subject to Disclosure and Barring Clearance

## Person Specification

<b>Position:</b>	Lecturer/Work-placement Coordinator in Physiotherapy	<b>Reference:</b>	SBS-066/A
<b>School:</b>	Sport & Biomedical Sciences	<b>Priority (1/2)</b>	<b>Method of Assessment</b>
<b>Criteria</b>			
<b>1</b>	<b>Qualifications</b>		
1 a)	Honours degree in relevant subject area	1	Application Form/ Documentation
1 b)	A postgraduate qualification in relevant subject area e.g. Physiotherapy, Advanced Practice, Operating Department Practice	1	Application Form/ Documentation
1 c)	Registration with a relevant regulatory body e.g. Chartered Society of Physiotherapists (CSP), Health & Care Professions Council (HCPC)	1	Application Form/ Documentation
1 d)	A relevant teaching qualification and/or fellowship status of the Higher Education Academy (HEA), or a willingness to obtain fellowship membership of the HEA within a specified time frame	1	Application Form/ Documentation
1 g)*	PhD/Professional Doctorate or within final year of submission, or equivalent level qualification or exceptional achievements in the professional field <b>see note 4*</b>	1	Application Form/ Documentation
<b>2</b>	<b>Skills / Knowledge</b>		
2 a)	Able to contribute to the development and delivery of undergraduate/postgraduate programmes in the School	1	Application Form/Interview
2 b)	Proven ability and commitment to undertake appropriate subject specific research and/or enterprise activity and ensure it informs teaching	1	Application Form/Interview
2 c)	Credible teaching and assessment skills within a Physiotherapy context	1	Application Form/Interview/ Assessment
2 d)	Proven ability to work effectively independently and with others as a team member	1	Application Form/Interview
2 e)	Able to operate systems and processes to enhance quality and teaching and learning excellence	1	Application Form/Interview
2 f)	Ability and commitment to undertake appropriate subject specific research and/or enterprise activity and/or high level professional practice within the field	1	Application Form/Interview
2 g)	Knowledge and experience in supervising student work and providing appropriate support/feedback	1	Application Form/Interview
2 h)	Possess sufficient breadth and/or depth of specialist knowledge to work within established programmes and to contribute to research in the area of Physiotherapy	1	Application Form/Interview
2 i)	Excellent written and oral communication skills and the ability to influence and persuade people at all levels and to exchange complex concepts in a manner appropriate to the audience	1	Application Form/Interview/ Assessment

<b>3</b>	<b>Experience</b>		
3 a)	Teaching, research and programme delivery experience	2	Application Form/Interview
3 b)	Experience of contributing to and implementing quality assurance procedures	2	Application Form/Interview
3 c)	Experience in using and developing new technologies and professional practice initiatives relevant to the subject area	1	Application Form/Interview
3 d)	Experience of preparing proposals/applications to external bodies to secure funding and developing successful partnership arrangements with industrial/educational providers	2	Application Form/Interview
3 e)	Experienced and able to publish results of research	2	Application Form/Interview
3 f)	Experience in developing and delivering successful learning and teaching improvements	1	Application Form/Interview
<b>4</b>	<b>Personal Qualities</b>		
4 a)	Awareness of the requirements associated with operating within a customer service environment	1	Interview
4 b)	Commitment to continuous improvement and creative ways of working	1	Interview
4 c)	Able to successfully lead and manage discrete projects	1	Interview
4 d)	Able to critically reflect on all aspects of own contributions to the role	1	Interview
4 e)	Able to network effectively with local/national employers and organisations	1	Interview
4 f)	Able to demonstrate sensitivity in dealing with colleagues/partners and stakeholders from different cultural backgrounds	1	Interview
<b>5</b>	<b>Other</b>		
5 a)	Willing to undertake staff development, which may take place outside the University	1	Interview
5 b)	Awareness of the principles of the Data Protection Act, Health and Safety, Freedom of Information Act and Bribery Act	1	Interview
5 c)	Commitment to the University's policy on equal opportunities and diversity	1	Interview
5 d)	Available to work flexibly and travel as appropriate in order to meet the needs of the service.	1	Interview

*Note:*

1. **Priority 1** indicates **essential** criterion – an applicant would be unsuccessful if unable to satisfy all Priority 1 criterion.
2. **Priority 2** indicates **desirable** criterion - applicants failing to satisfy a number of these are unlikely to be successful.
3. \*The role-holder is required to hold a PhD/Professional Doctorate qualification. However, those without a PhD/Professional Doctorate but with equivalent level qualifications or outstanding achievements in the professional field will be expected to complete a PhD/Professional Doctorate within four years from the date of commencement.
4. It is the responsibility of the employee to ensure any professional accreditation/membership remains current
5. Please note it is normally expected that a new appointee will commence at the bottom of grade.