



### Faculty of Health Sciences

**Lecturer/Senior Lecturer/Reader in xxx**

Further Particulars

Guidance for Managers

Reference xxxxx

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# 1. Introduction

# 2. Job Description

# a. Main job purpose

# b. Statements of responsibilities

Teaching delivery and educational leadership (delete clinical / non-clinical as appropriate)

For non-clinical roles

All Pathway 1 staff of Lecturer level and above are expected to undertake educational activities including leadership, delivery and administration. Typically, Pathway 1 staff should have between 0.2-0.4FTE allocated to educational activities. Senior academic staff are expected to undertake a substantial teaching leadership role for a minimum of 2 out of every 4 years. Educational components of this post will include:

* Contribution to undergraduate (MBChB and iBSc) and postgraduate (MSc) teaching and assessment as required
* Acting as a Case-Based Facilitator for the MBChB programme
* Contributing to school-wide educational quality assurance processes including peer-observation of teaching
* Contribution to interviewing students for entry to the medical programme (currently MMIs)
* Supervision of undergraduate research projects including Student Selected Components on the MBChB programme and iBSc dissertations
* Co-supervision of postgraduate taught (MSc) dissertations
* Personal tutoring for iBSc and taught postgraduate (MSc) students
* Developing existing and new taught programmes

For clinical roles:

All core funded Pathway 1 staff of Lecturer level and above are expected to undertake educational activities including leadership, delivery and administration. Typically, Pathway 1 staff should have between 0.2-0.4FTE allocated to educational activities. Senior academic staff are expected to undertake a substantial teaching leadership role for a minimum of 2 out of every 4 years. Educational components of this post will include:

* Contribution to undergraduate and postgraduate teaching and assessment as required
* Acting as a Case-Based Facilitator for the MBChB programme
* Contributing to school-wide educational quality assurance processes including peer-observation of teaching
* Taking on a leadership role in the MBChB programme
* Acting as Professional Mentor (academic tutor) for between 5 to 10 medical students on the MBChB Programme
* Contribution to interviewing students for entry to the medical programme (currently MMIs)
* Supervision of undergraduate research projects including Student Selected Components on the MBChB programme and iBSc dissertations
* Co-supervision of postgraduate taught (MSc) dissertations
* Personal tutoring for iBSc and taught postgraduate (MSc) students
* Developing existing and new taught programmes
* Any other duties not included above, but consistent with the role.

Research

* Co-supervision of postgraduate research students and acting as a reviewer of postgraduate research students’ progress.

Administration

* Acting as Professional Mentor (academic tutor) for between 5 to 10 medical students on the MBChB Programme
* Undertaking wider management and leadership roles within the University
* Line management of junior colleagues
* Any other duties not included above, but consistent with the role.

# c. Contacts

**Line managed by:**

* xxxxxxxxxxxx

**Line manager to:**

* xxxxxxx

**Internal Contacts:**

* School and faculty staff
* School undergraduate students
* Staff and students in the wider university
* xxxx

**External Contacts:**

* Research collaborators
* Government bodies
* Funding agencies
* Xxxx

# d. Job Hazards/Safety Critical Duties (Pre-employment health screening) (Please refer to guidance notes at <http://www.bristol.ac.uk/hr/resourcing/practicalguidance/appointment/checks.html>

The following duties are an intrinsic part of the role and any offer of employment will be conditional upon satisfactory health screening by the University Occupational Health Service:



**(DELETE IF NOT APPLICABLE)**

# 3. The Post: Person Specification

The person specification provides a summary of what is required to carry out this job effectively. It also forms the selection criteria on which the decision on whom to short-list and then whom to appoint will be made. Please ensure that you demonstrate how you meet these criteria in your application.

## Experience, skills and knowledge

*Essential:*

* Xxxx
* Xxxxx

Desirable:

* + Xxxxx
  + xxxxx

## Relevant qualifications

*Essential:*

* Xxxx
* Xxxxx

Desirable:

* + Xxxxx
  + xxxxx

Communication and interpersonal skills

*Essential:*

* Xxxx
* Xxxxx

Desirable:

* + Xxxxx
  + xxxxx

Other criteria:

*Essential:*

* Xxxx
* Xxxxx

Desirable:

* + Xxxxx
  + xxxxx

# 4. Bristol Medical School

[Bristol Medical School](http://www.bristol.ac.uk/medical-school/) is the largest and one of the most diverse Schools in the University of Bristol, with approximately 1100 members of staff, 1350 undergraduate, 350 postgraduate taught and 300 postgraduate doctoral research students. The Head of School is Professor Chrissie Thirwell. The Medical School has two departments: [Population Health Sciences](http://www.bristol.ac.uk/population-health-sciences/) and [Translational Health Sciences](http://www.bristol.ac.uk/translational-health-sciences/). The School is a leading centre for research and teaching across these areas. Research in the School is collaborative and multi-disciplinary, with staff coming from a wide range of academic disciplines and clinical specialties.

In addition to hosting Specialist Research Institutes (Bristol Population Health Science Institute and Bristol Heart Institute), major research strengths are reflected in our world-class contributions to two other University-wide research networks (Neuroscience; Cancer and Infection and Immunity). The Bristol Medical School also boasts specific research strengths including, but not restricted to Paediatrics, Regenerative Medicine, Metabolism, Renal, Pulmonary and Musculoskeletal Medicine.

The 2021 Research Excellence Framework (REF) confirmed the University of Bristol’s position as a leading centre for health research. Bristol Medical School contributed to three Units of Assessment including UoA1 (Clinical Medicine), UoA2 (Public Health, Health Services and Primary Care) and UoA4 (Psychology, Psychiatry and Neuroscience). The UoA2 submission, comprising predominantly Medical School staff. was ranked 3rd in the UK with 94% of our submitted research outputs rated as world leading (4\*) or internationally excellent (3\*). Submissions to UoA1 and UoA4 were shared with varying degrees of representation with the Faculty of Life Sciences. Respectively UoA1 and UoA4 had 94% and 84% of submitted research ranked as 4\* or 3\*, which represented increases in each category in the proportions of 4\* ranked papers as well in growth in GPA rankings above the previous REF2014.

We have built up extensive collaborations throughout the University including those with the pre-clinical biological sciences, the Dental and Veterinary Schools, the School of Policy Studies, and basic scientists across many Schools and Faculties. Furthermore, we have good links with other Universities and with the NHS, which have resulted in successful applications for National Institute for Health Research (NIHR) and other funding.

Within the Medical School are several major research centres, groups and programmes. More details can be found on the [Medical School research](http://www.bristol.ac.uk/medical-school/research/) website.

The National Institute for Health and Social Care Bristol Biomedical Research Centre (NIHR [Bristol Biomedical Research Centre](https://www.bristolbrc.nihr.ac.uk/)) is a partnership between the University of Bristol and University Hospitals Bristol and Weston NHS Foundation Trust. Research in the Bristol BRC helps translate innovative basic scientific research into improvements in health and healthcare for the benefit of patients, with Research Themes in Diet and Physical Activity, Mental Health, Respiratory Disease, Surgical and Orthopaedic Innovation and Translational Data Science.

The Medical School has responsibility for the undergraduate medical (MBChB) programme. Undergraduate and postgraduate teaching programmes within the School provide training and career development for undergraduate and intercalating medical students, academic clinical trainees, other clinicians, and research staff. There are taught postgraduate programmes in Epidemiology, Healthcare Improvement & Management, Health Economics, Medical Statistics & Health Data Science, Molecular Neuroscience, Orthopaedic Research, Perfusion Science, Public Health, Reproduction and Development, Stem Cells and Regeneration, and Translational Cardiovascular Medicine. There is an active programme of research seminars in term-time. [Study programmes at Bristol Medical School](https://www.bristol.ac.uk/medical-school/study/)

The School has a strong commitment to equity, diversity and inclusion for both staff and students, and to delivering a positive working environment for all. The School has an active EDI committee and Medical Anti-Racist Taskforce (MART) group and holds a Silver Athena SWAN Award in recognition of the ongoing commitment to gender equality.

Most of the School’s staff are currently located in Canynge Hall (39 Whatley Road, BS8 2PS), 1-5 Whiteladies Road (BS8 1NU), Dorothy Hodgkin Building (Whitson Street, BS1 3NY), Oakfield House (Oakfield Grove, BS8 2BN), Southmead Hospital (Southmead Road, BS10 5NB) and Level 7 of the Bristol Royal Infirmary (Marlborough Street, BS2 8HW). The main School office and medical programme team are in 5 Tyndall Avenue (1st floor, BS8 1UD).

**5. Departments of Population and Translational Health Sciences**

The Department of Population Health Sciences (PHS) has over 700 staff across currently four sites, Canynge Hall, Oakfield House, Whitefriars and 1-5 Whiteladies Road. The Head of Department is Professor Richard Martin.

Bristol’s strength is as a nationally and internationally leading centre for research and teaching in population health sciences and was recently recognised by the establishment of the new [Population Health Science Institute](http://www.bristol.ac.uk/research/institutes/population-health/), with the Department at its core.

The postgraduate [Short Course Programme](http://www.bristol.ac.uk/social-community-medicine/shortcourse/) is free for our staff and is a popular source of intensive short courses in a wide range of research methods and skills currently mainly in Population Health Sciences.

Within the Department are several major research centres, groups and programmes: [Research in Population Health Sciences](http://www.bristol.ac.uk/medical-school/research/population-health-sciences/)

The Department of Translational Health Sciences (THS) has around 300 staff across multiple university, hospital and laboratory sites in Bristol. The Head of Department is Professor Emma Clark.

Major research and teaching groupings within THS include Neurosciences, Inflammation and Immunity, Cardiovascular, Renal and Musculoskeletal. The [Bristol Heart Institute](https://heart-institute.bristol.ac.uk/,%20), one of the University’s seven Specialist Research Institutes sits within THS. Researchers in THS are also part of the Bristol Population Health Science Institute. These are the two flagship research institutes in medical sciences and reflect Bristol’s world leading strengths in these fields. Read more about [Research in Translational Health Sciences](http://www.bristol.ac.uk/medical-school/research/translational-health-sciences/).

THS offers a suite of Postgraduate Taught and Research programmes integrating staff research strengths, innovative teaching methods and student career development opportunities, including delivery via distance learning.

**6. The Faculty of Health Sciences**

The Faculty of Health Sciences includes four schools, the Medical, Dental and Veterinary Schools which host the three professional healthcare programmes (medicine, veterinary sciences and dentistry) and the School of Anatomy, under a single management structure. These changes will ensure that we optimise and realise the full potential of our teaching and research. The Dean of the Faculty is Professor Sarah George.

**Education in Health Sciences**

These are dynamic and exciting times for the teaching of professional health programmes in Bristol. In 2017 we introduced a new medical undergraduate curriculum, building on a solid foundation of research-led teaching and practical application in healthcare settings across the South West region. This will give us the opportunity to learn from and incorporate the social, technological and scientific changes that are increasingly influencing the way healthcare services are delivered in the 21st Century. We also provide a number of intercalated BSc options for our medical students as well as a range of PGT and PGR programmes, including an MRes in partnership with the Faculty of Biomedical Sciences.

Bristol Veterinary School has recently launched a new curriculum and currently offers three undergraduate degrees and one taught Masters programme, with postgraduate research opportunities and certificate-level courses also available. All are delivered by academics who publish research regularly and share their cutting-edge research activity through their teaching.

Bristol Dental School provides undergraduates with a strong set of core skills essential for contemporary clinical dental practice. The programme is structured to help students consolidate a solid foundation in science and engage with clinical practise early on, starting to work with patients in the second year of the programme. Their training is also integrated so they gain experience working in highly integrated, professional dental teams.

With outstanding facilities, such as the e-Learning Suite and the Clinical Skills Laboratory, the route to graduation starts in the University, moves into clinical practice and then for our dental and medical students to dedicated community-based facilities, where students can apply their skills to a wide range of cases from the local community, in preparation for general practice. All UK and international medical, veterinary and dental students can intercalate onto a number of undergraduate courses.

Brilliant work comes from brilliant people, and this is why we are proud of the quality of graduates from our [Medical School](http://www.bristol.ac.uk/medical-school/), [Veterinary School](http://www.bristol.ac.uk/vetscience/) and [Dental School](http://www.bristol.ac.uk/dental/).

**Research in Health Sciences**

Our researchers performed exceptionally well in the 2021 Research Excellence Framework (REF) exercise, with more than 94% of our submitted research outputs rated as world leading (4\*) or internationally excellent (3\*) in three of the four medical science categories where we were the main contributors, and 84% were 4\* or 3\* on the fourth where we had smaller level of representation.

The [Times Higher Education](https://www.timeshighereducation.com/news/ref-2021-research-excellence-framework-results-announced) has calculated each university's Grade Point Average (GPA) across the four rating categories to compare research quality across 157 UK institutions and saw improvements in ranking on the last REF published in 2014 and saw how Bristol was ranked 3rd in the UK in Public Health, Health Services and Primary Care and in Agriculture, Veterinary and Food Science. Similarly, the University of Bristol was ranked fifth amongst all Institutions, a rise of six places from 11th when the results of the last REF were published in 2014.

The growth in GPA across all our areas of submission is a great achievement by all our staff, and one that reflects our progress against our ongoing ambition to deliver world-class research that has impact locally, nationally and internationally.

In the 2021 Research Excellence Framework (REF) the overall percentage of the submission was as follows:

Clinical Medicine 45% 4\*, 49% 3\*, 6% 2\* and 0% 1\*

Public Health, Health Services and

Primary Care 71% 4\*, 26% 3\*, 3% 2\* and 0% 1\*

Psychology, Psychiatry and Neuroscience 49% 4\*, 35% 3\*, 16% 2\* and 0% 1\*

Agriculture, Veterinary and Food Science 49% 4\*, 45% 3\*, 6% 2\* and 0% 1\*

Within the Bristol Medical School, main areas of [research](http://www.bristol.ac.uk/medical-school/research/) include public health, epidemiology, health services research, cardiovascular disease, neuroscience and infection and immunity

Key externally funded programmes of collaborative research include the MRC Integrative Epidemiology Unit; the National Institute for Health Research (NIHR) Collaboration for Leadership in Applied Health Research and Care (CLAHRC) West; the Avon Longitudinal Study of Parents & Children (ALSPAC); the NIHR Health Protection Unit; NIHR Schools of Public Health and Primary Care Research; and NIHR Biomedical Research Centre.

In the Bristol Veterinary School, our academics are leaders in their field, whose research helps inform national policies that can lead to [developments within veterinary practice](http://www.bristol.ac.uk/vetscience/news/). Veterinary research activity is organized through three strategically important groupings: Animal Welfare and Behaviour (AWB), Infection and Immunity (I&I) and Comparative and Clinical Research (C&CR). Translational Research is a major focus of the I&I and C&CR groupings and is directed to using natural disease and experimental intervention in animals to increase understanding of human and animal disease and inform the development of new therapeutic interventions for humans and animals.

In the Bristol Dental School, research focusses around applied clinical and materials sciences (including the clinical trials unit), infection and immunology, and lifecourse epidemiology and population health. Externally funded resources include the Cleft Collective (funded by the Healing Foundation) and the Head and Neck 500 (funded by the NIHR).

The University’s [Elizabeth Blackwell Institute](http://www.bristol.ac.uk/blackwell/) for Health Research, together with [Bristol Health Partners](http://www.bristolhealthpartners.nhs.uk/), is a catalyst for cross-Faculty and inter-organisational translational health research, creating an excellent environment for conducting research that can be rapidly tested and applied in clinical settings. Facilities available across the Faculty include two NIHR clinical trials units, CRIC, Wolfson Imaging, Animal imaging/unit at Langford.

The curricula for our teaching programmes are kept under constant review to ensure that they remain relevant and informed by new developments in science, practice and pedagogy. The University Quality Enhancement Team monitors teaching, and Faculty and School Research Directors help develop the Faculty’s exciting research portfolio. The Faculty provides an ideal environment for collaborative research with colleagues in the Faculty of Life Sciences, the wider University, and (increasingly) with our colleagues in the GW4 Collaborative group comprising Cardiff, Exeter and Bath Universities.

**7. The University and the City of Bristol**

The University of Bristol's roots date back to 1876. Since its formation it has become one of the leading institutions among the UK's Russell Group of universities and operates globally, where it is recognised for its research and academic excellence.

The University has a strong interdisciplinary approach and regularly features among the top ranking institutions in global league tables.

The University of Bristol’s mission is '*to pursue and share knowledge and understanding, both for their own sake and to help individuals and society fulfil their potential*'. This is underpinned by a vision where the University of Bristol is an international powerhouse of learning, discovery and enterprise, whose excellence is acknowledged locally, nationally and globally, and that is:

* dedicated to academic achievement across a broad range of disciplines, and to continuous innovation and improvement
* research-intensive, supporting both individual scholarship and interdisciplinary or thematic research of the highest quality
* a centre for intellectually demanding, research-informed education that nurtures independence of mind and helps students achieve their personal goals and serve society’s needs, both during and after their time here
* an inclusive and collaborative community of scholarship that attracts and retains people with outstanding talent and potential from all walks of life and all parts of the world
* a stimulating and supportive environment for all students and staff, distinguished by a commitment to high standards, respect for the individual and a strong sense of collegiality
* committed to operating in a sustainable manner
* engaged with society’s interests, concerns, priorities and aspirations
* a major contributor culturally, environmentally and economically to Bristol and the South West
* well led and responsibly run, with an emphasis on consultative decision-making and open communication as well as personal responsibility and accountability

Key to Bristol’s vision is a clear and consistent articulation of and dialogue with its many stakeholder and publics about the wide range of research carried out at the Institution and hence is often featured in many national and international media. It has a proud history of two way dialogue as part of its research activities and addresses the world’s key challenges through an interdisciplinary approach.

The University also plays a lead role in the city of Bristol’s cultural and economic well being and carries out an extensive programme of events and activities on behalf of the city, as well as being a keen supporter of partner organisations’ activities.

For more information, please see <http://www.bris.ac.uk/university/>

**8. The University’s commitment to Equality and Diversity and a Positive Working Environment**

As a leading global institution we are keen to attract the most highly talented individuals from a diverse range of backgrounds. Further information on our commitment to equality and diversity can be found at:

<http://www.bris.ac.uk/jobs/diversity.html>

We are committed to creating and sustaining a positive and mutually supportive working environment for our staff and an excellent teaching and learning experience for our students, where staff are equally valued and respected, and students are encouraged to thrive academically.   We offer a broad range of services, activities and initiatives to enhance our staff experience of working at Bristol.  For more information please see

<http://www.bristol.ac.uk/positive-working/>

# 9. Academic Career Pathways

As part of the process of modernising its pay and grading systems, the University has introduced career pathways for academic staff. What this means is that all members of academic staff have a clear career pathway involving a series of levels with distinct role profiles, each with its unique requirements. Each profile sets out what is expected of an academic at the particular level. The role profiles also set out a collection of competencies expected for each level.

This post is located on [Pathway One](http://www.bristol.ac.uk/hr/grading/academic/pathways/pathway1.html) - academic roles that combine teaching, research and administrative duties.

# 10. Terms and Conditions

1. We would like the successful applicant to take up the appointment from xxxxx or as soon as possible thereafter.
2. The post is located in the Department of Population Health Sciences, Bristol Medical School, Faculty of Health Sciences, at [insert address].
3. This role is located on Pathway One, Profile Level X of the University’s Academic Pathways and the successful candidate will be appointed as a [Lecturer / Senior Lecturer / Reader]

OR

This role is located on Pathway One and will be appointed either at Lecturer (Profile Level b or c) or Senior Lecturer/Reader (Profile Level d).

1. The salary will be on Grade X in the range £xxxxx - £xxxxx. For further information on salary scales please see: <http://www.bris.ac.uk/hr>

OR

1. The salary will be either on Grade X in the range £xxxxx - £xxxxx or on Grade X in the range £xxxxx - £xxxxx. For further information on salary scales please see: <http://www.bris.ac.uk/hr>
2. The appointment will be subject to the terms and conditions for staff on grade J and above, details of which can be found at: <http://www.bris.ac.uk/hr/terms/jandabovestaff.html>
3. This post is full time, 1.0 FTE OR This post is part time, X FTE.
4. The post will be offered on a permanent/open ended contract subject to satisfactory performance OR will be offered on a fixed term basis for a period of X years.
5. Subject to the rules of the scheme, the post holder may participate in the Universities’ Superannuation Scheme (USS). The current employee contribution is 6.35% of salary. Unless newly appointed staff members declare in writing a wish not to participate in the USS, they will be deemed to be members from the start of employment, and contributions will be deducted accordingly. As a consequence of participating in this Scheme, University staff will be contracted out of the earnings-related part of the State Pension Scheme. A Pension Salary Exchange scheme is in operation in order to increase take-home pay and save costs. For more information see <http://www.bristol.ac.uk/hr/salaries/sal-exchange/>
6. Details of the University Relocation Expenses policy for staff relocating to take up post are available from <http://www.bris.ac.uk/hr/resourcing/practicalguidance/appointment/relocation.html>
7. The University has a Continuing Professional Development (CPD) scheme called CREATE.  All staff in pathway 1 roles are required to complete the appropriate levels of the CREATE CPD scheme or TLHP (PgCert) unless they are able to provide evidence that meets the scheme criteria for recognition of prior qualifications.  Completion of the appropriate levels of CREATE/TLHP is a prerequisite for progression to profile level d.  It is also a requirement of the role that those appointed at level d1 complete the appropriate levels of CREATE/TLHP within the first year of appointment.  For further information, see:  <http://www.bristol.ac.uk/staffdevelopment/academic/create/>

# 11. Application Procedure and Selection Process

Please visit our web site at [www.bris.ac.uk/jobs](http://www.bris.ac.uk/jobs), enter the vacancy number xxxx into the job search and follow the link to the on line application process.

Further information on the University’s application process can be found at: <http://www.bristol.ac.uk/jobs/application-process.html>

Please note the following:

* A Selection Panel has been established to review all applications for this post and to conduct interviews of short-listed candidates.
* Short-listing is planned to take place in xxxx.
* Candidates may be invited to give a presentation prior to their formal interview, as part of the final selection process. It is expected that the final selection process will be held in week commencing xxxx / on xxxx.
* **The closing date for applications is XXXXXXXXX.**

# 12. Additional Information

Further information

For an informal discussion about the post, please contact:

#### Name: X, Head of X, Lead Recruiter for this appointment

Address:

Telephone:

E-mail:

Or alternatively;

#### Name: Professor X, Head of School

Address:

Telephone:

E-mail:

# 13. Organisation Chart

Head of School

Head of relevant Section

(Name of Project)

**(Job Title)**

**This Post**

Other collaborative groups/teams

Head of Translational and Population Health Sciences

Deputy Heads of School

School Managers