

**PERSON SPECIFICATION**  
**Integrated Clinical Methods (ICM) Tutor / Medical Education Fellow**

<b>Criteria</b>	<b>Essential/ Desirable</b>	<b>Application Form / Supporting Statement / Interview</b>
1. Professional registration in a healthcare profession, e.g., GMC, NMC, HCPC.	Essential	Application Form
2. A first degree [Level 6] in a relevant discipline.	Essential	Application Form
3. A higher degree e.g., Masters [Level 7] in a relevant discipline / medical education and / or equivalent professional experience.	Essential	Application Form
4. In-depth knowledge, experience and expertise in an appropriate medical / healthcare or scientific discipline.	Essential	Supporting Statement / Interview
5. Knowledge of contemporary teaching methods, small group teaching, facilitation and critical appraisal.	Essential	Supporting Statement / Interview
6. Experience of giving constructive, formative feedback to others in the workplace [desirable: providing feedback to students].	Essential	Supporting Statement / Interview
7. Excellent oral and written communication skills, including the ability to communicate complex and conceptual ideas to a range of different audiences.	Essential	Supporting Statement / Interview
8. Ability to facilitate student learning using non-didactic techniques.	Essential	Supporting Statement / Interview
9. Demonstrable commitment to diversity and inclusion and to the health and wellbeing of staff and students.	Essential	Supporting Statement / Interview
10. Good IT skills and working knowledge of MS Word packages.	Essential	Supporting Statement / Interview
11. A commitment to medical education and developing future doctors.	Essential	Supporting Statement / Interview
12. Post Graduate Qualification in Medical Education or equivalent such as PG Cert in Learning and Teaching in HE and / or Fellowship of the Higher Education Academy (HEA)*.	Desirable	Application Form
13. Experience of facilitating consultation and clinical skills teaching to medical undergraduates.	Desirable	Supporting Statement / Interview



- Application Form – assessed against the application form and where appropriate, curriculum vitae. Applicants will not be asked to answer a specific supporting statement. Normally used to evaluate factual evidence e.g. award of a qualification. Will be “scored” as part of the shortlisting process.
- Supporting Statements - applicants are asked to provide a statement to demonstrate how they meet the criteria. The response will be “scored” as part of the shortlisting process.
- Interview – assessed during the interview process by either competency-based interview questions, tests, work-related exercise, presentation, or teaching session etc.

\*Newly appointed staff who do not already hold HEA professional recognition or a HE teaching qualification will be required to achieve this within three years of their appointment to the post, either through completion of the PG Cert Learning and Teaching in HE, or for those with significant experience of teaching in HE, via the University’s accredited CPD scheme conferring Fellowship at the appropriate level.