

PERSON SPECIFICATION
Medical Education Facilitator

Criteria	Essential/ Desirable	Application Form / Supporting Statement / Interview
1. Registration with the GMC, NMC, HCPC (or another relevant clinical discipline).	Essential	Application Form
2. A good first degree (Level 6) in a relevant discipline.	Essential	Application Form
3. 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)* or working towards.	Essential	Application Form
4. In-depth knowledge, experience, and expertise in an appropriate medical / healthcare or scientific discipline to enable the successful facilitation of PBL / ICM groups with medical students.	Essential	Supporting Statement / Interview
5. Knowledge of contemporary teaching methods, preferably PBL and / or small group teaching, facilitation, and critical appraisal.	Essential	Supporting Statement / Interview
6. Experience of giving constructive, formative feedback to others in the workplace, (ideally providing feedback to students).	Essential	Supporting Statement / Interview
7. Understanding of the pastoral and academic support requirements of medical students (ideally some experience of providing such support).	Essential	Supporting Statement / Interview
8. 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
9. Ability to facilitate student learning using nondidactic techniques including those relevant to clinical and communication skills.	Essential	Interview
10. Evidence of continuing professional development, and commitment to engage in scholarly activity.	Essential	Application Form / Supporting Statement
11. Demonstrable commitment to diversity and inclusion and to the health and wellbeing of staff and students.	Essential	Supporting Statement / Interview
12. Good IT skills and working knowledge of MS Word packages.	Essential	Supporting Statement / Interview
13. A commitment to medical education and developing future doctors.	Essential	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.