

## Senior Clinical Teaching Fellow, Ageing and Complex Medicine

### JOB DESCRIPTION

<b>Job Title:</b>	Senior Clinical Teaching Fellow
<b>Grade:</b>	Senior Clinical Fellow
<b>Terms &amp; Conditions:</b>	NCA Locally Employed Doctors
<b>Contract:</b>	12 months (August 2024 to August 2025)
<b>Directorate/Service:</b>	Ageing and Complex Medicine
<b>Accountable To:</b>	Divisional Medical Director
<b>Responsible To:</b>	Dr Kate Wardle/ Dr Louise Butler
<b>Base Location:</b>	Salford Royal Hospital
<b>On-Call Requirement:</b>	No  On call requirements may change in response to the changing needs of the service

### Values

Three values are at the heart of our organisation: **Care, Appreciate** and **Inspire**.

Our values and behaviours define what's important to us as we work alongside each other and with our patients and service users. They also shape what it feels like to work at the NCA and will be central to your development and performance conversations. Together, we will create a culture where care, appreciation and inspiration thrive.

### Job Summary

The post holder will be responsible alongside the clinical placement supervisors for the delivery of the Ageing and complex health module as part of Manchester medical schools ageing and complex health curriculum. This includes bedside clinical teaching, classroom-based teaching, curriculum and teaching materials design and experience

in assessment. Students are present for 32 weeks of the year so for the remaining 20 weeks the postholder would work as a senior clinical fellow within Ageing and complex medicine department with the opportunity to work across several core or subspeciality areas including acute frailty, Orthogeriatrics, trauma, surgical liaison, community geriatrics.

### Facilities and Service Provision

The post holder will work alongside consultants in geriatric medicine and the undergraduate team to deliver the teaching required. Students are present for 32 weeks from September until June in 4 week blocks. The post holder will provide induction, day to day teaching including bedside teaching, classroom based teaching, simulation training and gain experience in timetable design and management. The post holder will also assist in supervision and evaluation of students in the block. This will be delivered on site at Salford Royal.

When students are not in post the post holder will work in the department of Ageing and complex medicine as a senior clinical fellow providing clinical care for frail older people. There is no on call commitment associated with this post.

### Key Role and Responsibilities

- Timetable design and management
- Bedside teaching, classroom-based teaching, simulation teaching
- Clinical supervision of students alongside placement supervisors.
- Clinical care of frail older patients
- As a senior clinical fellow, you will be expected to provide support for junior members of the clinical team including

### Research and Development

There will be opportunities for the post holder to contribute to the redesign of the undergraduate teaching materials for the ageing and complex health block. There will also be opportunities to take part in clinical audit and service evaluation in the department of Ageing and complex medicine.

## PERSON SPECIFICATION

<b>Job Title:</b>	Senior clinical teaching fellow, Ageing and complex medicine.
<b>Grade:</b>	Senior clinical fellow.

	<b>Essential</b>	<b>Desirable</b>
<b>Qualifications</b>	<ul style="list-style-type: none"> <li>Registered medical degree.</li> <li>MRCGP or evidence of working towards completion of this.</li> </ul>	<ul style="list-style-type: none"> <li>Qualifications in geriatric medicine (Diploma or equivalent)</li> <li>Qualifications in medical education (PG cert to MSc)</li> </ul>
<b>Professional Registration</b>	<ul style="list-style-type: none"> <li>Full Registration with the GMC</li> </ul>	<ul style="list-style-type: none"> <li>Completion of Foundation training</li> </ul>
<b>Knowledge, Training &amp; Experience</b>	<ul style="list-style-type: none"> <li>Broad range of experience in general and geriatric medicine</li> <li>Evidence of experience in design, delivery, and evaluation of educational activity.</li> <li>Experience of working at a senior level within the NHS</li> <li>Ability to work with a multidisciplinary team</li> </ul>	<ul style="list-style-type: none"> <li>Evidence of leadership within medical and educational areas.</li> </ul>
<b>Skills &amp; Abilities</b>	<ul style="list-style-type: none"> <li>Able to lead a clinical team</li> <li>Evidence of ability in medical education</li> <li>IT literate including ability to use spreadsheets/ databases etc</li> </ul>	

## Living our Values

All colleagues are expected to demonstrate the NCA Values and underpinning behaviours as daily habits in your work and daily role.

Values	Behaviours (I will...)
<b>CARE</b>  We listen and treat each other with kindness.	Provide the highest standard of care, with compassion and kindness.
	Communicate clearly, actively listen and be person centred.
	Seek to understand and empathise.
	Collaborate to deliver services that are safe and give confidence in our care.
<b>APPRECIATE</b>  We value and respect each other's contribution.	Recognise and openly acknowledge how we all make a difference.
	Value and respect others and share in celebrating our successes.
	Treat people fairly, notice, champion and positively appreciate diversity.
	Provide constructive feedback to support growth and development.
<b>INSPIRE</b>  We speak up and find ways to be even better.	Have a voice and act with integrity and honesty.
	Make time to learn, share and find new ways of working.
	Be positive, be open to change and empower others.
	Work with my team and other teams to agree and deliver best outcomes.

## Appendix

The below details all the standard Trust requirements which must be incorporated within the role.

<b>Communications and Relationships</b>
<p>You will be required to work in partnership with colleagues of all disciplines, external links to the Trust and service users, to ensure the creation of a quality service.</p> <p>You will be expected to commit to shared goals in the department by building effective teams and partnerships and valuing the roles and contributions of others.</p>
<b>Resource Management</b>
<p>You will be required to ensure that services are delivered within agreed parameters. Any external duties that impinge on Programmed Activities you may wish to be included in your job plan must be agreed with the Clinical Manager at least one month in advance, where practicable. We have a standard six week notice period for the cancellation of clinical activities. Standard annual leave notification is in line with Trust policies and the leave year is from 1st April.</p>
<b>Teaching and Education</b>
<p>Northern Care Alliance plays an important role in the education of medical students. The successful candidate will participate in undergraduate teaching. This can include assisting in problem-based tutorials; providing regular clinical skills teaching; acting as an educational supervisor to students during special study modules and research options projects; teaching in the clinical skills laboratories and offering other teaching according to the demands of the curriculum and the interests of the appointee.</p> <p>There will also be a requirement to participate in postgraduate and multi-disciplinary teaching and provide wider supervision and guidance to trainees in the directorate.</p>
<b>Delivering Service</b>
<p>You will be expected to take a lead role in ensuring delivery of a quality service. This will include the following:</p> <ul style="list-style-type: none"> <li>• implementing and ensuring compliance Trust and national policies and procedures.</li> <li>• reviewing and allocating resources appropriately</li> <li>• reviewing and managing progress and improvement within the area.</li> </ul> <p>The post holder will be required to ensure that services are delivered within agreed parameters.</p> <p>The post holder will be expected to contribute to the ongoing improvement of the clinical service (and to the academic performance of the Trust).</p>

<b>Annual Leave and Cover Arrangement</b>
Annual leave is taken within the exigencies of the service and in accordance with the terms and conditions of service applicable to the post.
<b>Clinical Audit</b>
You will be expected to participate in clinical audit on a regular basis.
<b>Personal Development</b>
You are responsible for maintaining your own continuous professional development. You will be expected to work towards continuous professional improvement, in line with service needs and changes in medical practices. The Trust retains an obligation to assist professional development as far as possible, subject to service need.
<b>Contractual Commitment</b>
You will have continuing responsibility for the care of patients and for the proper functioning of the service and will undertake the administrative duties associated with the care of patients and the running of the clinical department. If you do not undertake your contractual obligations then this will be seen as a breach of contract, and as such action may be taken under Trust policies and procedures.
<b>Infection Prevention</b>
Employees will adhere to all Trust Infection Control policies and procedures which are relevant to the post and undertake any appropriate mandatory training. All colleagues will ensure that advice is sought from the infection control team as required and appropriate action is taken to minimise cross infection.
<b>Safeguarding</b>
The Trust is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and expects all employees and volunteers to share this commitment. You will be expected to fulfil your mandatory safeguarding training at the level applicable to this role.
<b>Health and Safety</b>
Employees must act in accordance with the Health & Safety at Work Act 1974, and subsequent legislation, under which they must take reasonable care to avoid injury to themselves and to others who may be affected by their work activities. Employees are required to co-operate with the Trust in meeting statutory requirements. Employees must not intentionally or recklessly interfere with, or misuse anything that is provided in the interest of the health, safety and welfare of colleagues, patients, and the general public.

## Confidentiality and Data Protection

Employees are required to uphold the confidentiality of all records held by the Trust, whether patient records or trust information. Unauthorised disclosure of any confidential information, or that covered by the Data Protection Act may result in disciplinary action.

## Equality and Diversity

All colleagues are required to understand the equality and diversity commitments and statutory obligations under the Equality Act 2010. You must act in ways that support Equality, Diversity, and Inclusion (EDI) and recognise the importance of people's rights in accordance with legislation, policies, frameworks, procedures, and good practice.

Colleagues must recognise and report any behaviour that undermines equality under Trust policy and further EDI activity by:

- eliminating discrimination, harassment and victimisation
- advancing equality of opportunity between people who share a protected characteristic and those who don't
- fostering good relations between people who share a relevant protected characteristic and those who don't
- understanding the impact of policies, services and practice on people with different protected characteristics

## Code of Conduct

Colleagues that have a national Code of Conduct are expected to adhere to that Code and failure to do so could result in disciplinary action being taken. Colleagues who do not have a regulatory body are expected to conduct themselves in a professional manner and in line with the Trust values and policies at all times.

## Leadership and Development

We believe our colleagues play a vital role in delivering excellence, and that everyone has the ability to demonstrate leadership and make a difference. As a member of our team, we expect you to live the NCA values Care, Appreciate and Inspire through your daily habits, to improve outcomes for patients, customers and service users across the system. In return we provide a range of development opportunities that help you to realise your potential and reach your professional best.

As you join us, you are required to attend our Corporate Induction, complete the Trust's mandatory training and participate in the NCA Accelerated Leader Development Programme if you are in a leadership or management role. Your annual My Time appraisal conversation helps to continually review your contribution and ongoing priorities through your Personal Development Plan, informed through a wide choice of development available to you.

### **Flexibility**

This job description is not intended to be exhaustive, and it is likely that duties may be altered from time to time, in discussion with the post holder. This job description is intended to provide a broad outline of the main responsibilities only. The post holder will need to be flexible in developing the role with initial and on-going discussions with the designated manager.