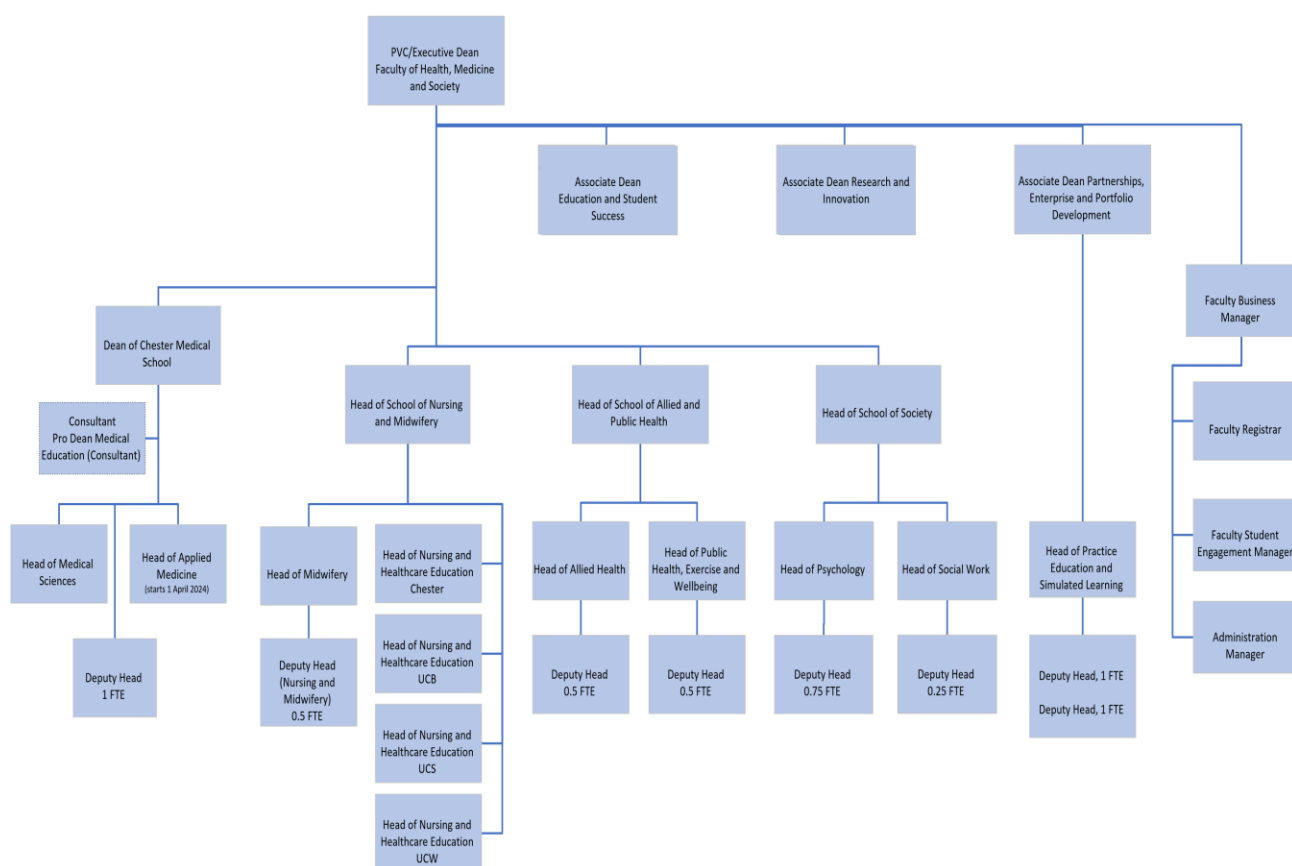


## JOB DESCRIPTION

- 1. JOB TITLE:** Senior Lecturer for Public Health (SCPHN – Occupational Health Nursing)
- 2. HRMS REFERENCE:** NRA1578
- 3. ROLE CODE:** FINLECTRS4
- 4. SCHOOL:** Allied and Public Health – Chester
- 5. ORGANISATION CHART:**



## 6. JOB PURPOSE:

- To provide a supportive learning environment, including in an online learning environment, for students to develop subject specific knowledge and skills.
- To coordinate the delivery of undergraduate and postgraduate modules.
- To develop and implement teaching and learning initiatives.
- To contribute to postgraduate taught courses and participate in research and research supervision.

## **7. BACKGROUND INFORMATION:**

The Faculty of Health, Medicine and Society is a thriving, multi-campus organisation offering a full and diverse portfolio of undergraduate and postgraduate studies in the areas of Health, Sports and Wellbeing. The Faculty is committed to the enhancement of Public Health practice through an integrated approach to educational provision, practice development and research. The Faculty has a long tradition of delivering SCPHN courses and from Sept 2025 we will be delivering the SCPHN Occupational Health course as Distance Learning (Online). This will enable the course to be delivered to students across the UK, creating a unique opportunity for the team to impact on training at a national level. The Division, also runs a successful Masters in Public Health course, and there will be opportunities to contribute to this as well as potentially other courses across the Faculty.

All staff promote the ethos of life-long learning and personal development for students within a learner-centred approach, using a range of innovative learning and assessment methods. The Faculty actively encourages the development of all staff on both a personal and professional level, within a supportive and forward-looking environment.

The Faculty has three main strategic aims which are:

- To maintain the stability of the core business and enhance the quality of the student experience and the reputation of the Faculty;
- To enhance research, scholarly activity, knowledge transfer and entrepreneurial endeavour;
- To grow and diversify provision and partnerships, including international activity.

## **8. WORK PERFORMED AND/OR KEY RESULT AREAS:**

### **8.1 Communicating Effectively**

- To facilitate students' learning through lectures, tutorials and seminars at undergraduate, postgraduate and masters levels.
- To be able to communicate effectively in online as well as face-to-face teaching.
- To produce high quality teaching and learning material to support and develop student learning at undergraduate and postgraduate levels.
- To write to an academic audience.
- To contribute to the writing of course validation documents as required.
- To contribute to the cross-Faculty development of curriculum and course materials.
- To communicate effectively with potential students to enhance the understanding and appeal of courses.

### **8.2 Leadership and Working Collaboratively**

- To exercise academic leadership, coordinating the efforts of colleagues to deliver module and course objectives.

### **8.3 Liaison and Networking**

- To be an active member of relevant School/Divisional committees.
- To be able to contribute to relevant professional networks, in a manner that supports the Faculty's main strategic aims.
- To chair School/Divisional working groups as required.

### **8.4 Delivering a High-Quality Standard of Service**

- To enhance the quality of taught and research courses at under-graduate and/or

postgraduate levels.

- To act upon peer observation feedback, student feedback, and external examiner feedback to maintain high quality in learning and teaching.

### **8.5 Effective Decision Making**

- In the context of the role-holder's teaching duties, to make independent decisions on the content of individual learning activities and marking for student assessment purposes, and to provide advice to colleagues on such matters.
- To sit on student selection panels as required.
- To make collaborative decisions with course teams on the content of taught and research courses at undergraduate and/or postgraduate levels.
- Provide advice on issues to other members of the School/Division to influence operational decisions within the immediate work area.

### **8.6 Planning and Organising Self and Others**

- To be able to undertake elements of Divisional leadership in areas such as organisation of staff development activities, course leadership, assessment, students with specific learning needs, use of technology to support learning, or curriculum or student development roles.
- To act as module and course leader as required, coordinating the work of module/course team to ensure modules are delivered to the standards required & coordinate the work of colleagues to identify & respond to students' needs.
- To make significant and sustained contributions to the management of the subject area, including planning and resource allocation, policy development and improvement of procedures.
- To contribute to cross-Faculty course organisation, contributing to strategic decisions as required.
- To be responsible for the co-ordination of administrative duties in areas such as admissions, timetabling, examinations, assessment of progress & student attendance.

### **8.7 Innovation and Improvement (Effective Problem Solving)**

- To deal with problems e.g. a students' academic progress and personal issues (e.g. responding to needs of students with learning difficulties through referral to the appropriate support departments within the University).
- To design new modules as required.
- To develop suites of new modules and contribute to overall course design, as required.
- Work with others to develop ideas for generating income and promoting the subject.

### **8.8 Analysis and Research**

- To research teaching materials and to identify and utilise current best practice in the relevant subject area.
- To conduct subject specific, professional & pedagogy research & scholarship at national level, leading to publications or other outputs as appropriate; identify new trends in best practice in the relevant subject area.

### **8.9 Sensory and Physical Demands**

- Standard office environment and equipment reflecting the needs of classroom, laboratory, studio, field and placement activities as appropriate.

### **8.10 Work Environment**

- To be responsible for the health and safety of students in their immediate working

environment, conducting risk assessments as required.

#### **8.11 Pastoral Care and Welfare**

- To deal with sensitive issues concerning students and provide support.
- To act as a Personal Academic Tutor (PAT).
- To take responsibility for dealing with referred issues for students within own courses.

#### **8.12 Team Development**

- To undertake peer mentoring and review of colleagues.
- To be able to support the learning of colleagues through coaching and mentoring.

#### **8.13 Teaching and Learning Support**

- To design inductions to modules and courses for students, adapting delivery to suit learners' needs.
- To confidently design and deliver modules as Distance Learning (online).
- To design and deliver one off lectures or workshops as required, providing feedback on performance.
- Supervise students' projects, fieldwork and placements at all levels.
- To develop and design course content and materials on a long-term basis, ensuring compliance with the quality standards and regulations of the University and School/Division.
- To conduct seminars and tutorials, introducing new methods of delivery where required, and to supervise students at all levels across the breadth and depth of the subject area.
- To assess students' overall performance, through setting/ marking course work, practical sessions, supervisions, fieldwork and examinations, providing appropriate feedback to students.
- Responsible for the overall quality auditing of course provision to identify areas where current provision is in need of revision or improvement.
- To contribute to overall curriculum development and course design in specific area of curriculum.

#### **8.14 Knowledge and Experience**

- Please refer to the Person Specification below.

#### **8.15 General**

- To undertake any other duties commensurate with your grade, and/or hours of work, as may reasonably be required of you.
- To take responsibility for upholding and complying with the University's Equality and Diversity policies and for behaving in ways that are consistent with fair and equal treatment for all.
- To comply with all University Health and Safety policies.

PERSON SPECIFICATION		
<b>Job Title: Senior Lecturer</b>		<b>Department: Nursing &amp; Healthcare Education</b>
Criteria	Essential / Desirable	Method of Identification
<b>Qualifications:</b>		
Undergraduate degree.	Essential	Application
Masters level qualification, or willingness to complete.	Essential	Application
Post Graduate Certificate in Higher Education or Fellowship of Advance HE or willingness to undertake.	Essential	Application
Registration with the NMC as a SCPHN – Occupational Health Nurse	Essential	Application
<b>Proven Experience:</b>		
Suitable expertise to be able to deliver lectures in Public Health Nursing – occupational health field.	Essential	Application/ Interview/ task
Previous teaching experience in Higher Education.	Desirable	Application/ Interview
Proven and sustained track record of contribution to the development of policy and practice in teaching and learning support.	Desirable	Application/ Interview
Demonstration of an advanced level of subject knowledge and willingness to remain abreast of contemporary developments.	Essential	Interview
Experience of teaching in Distance Learning (online) modality	Desirable	Interview
<b>Delivering academic and service excellence:</b> An ability to support students both academically and pastorally.	Essential	Interview

<b>Managing self and inspiring others:</b>		
An ability to lead and/or work as part of a team.	Essential	Interview
Organisational and administrative skills.	Essential	Interview
IT skills.	Essential	Interview
<b>Working together:</b>		
An ability to lead and/or work as part of a team.	Essential	Interview
<b>Organisational and stakeholder awareness:</b>		
An ability to link with practice areas, maintain professional credibility and work collaboratively with stakeholders.	Essential	Interview

**Essential Requirements** are those, without which, a candidate would not be able to do the job. Applicants who have not clearly demonstrated in their application that they possess the essential requirements will normally be rejected at the shortlisting stage.

**Desirable Requirements** are those that would be useful for the post holder to possess and will be considered when more than one applicant meets the essential requirements.

**Method of identification** is where the selection panel will match the candidate's skills and abilities to the required criteria outlined (i.e. application form, interview, test).

**UNIVERSITY OF CHESTER  
FACULTY OF HEALTH, MEDICINE AND SOCIETY  
DIVISION OF ALLIED AND PUBLIC HEALTH**

**SENIOR LECTURER FOR SCPHN – OCCUPATIONAL  
HEALTH NURSING (0.5 FTE)**

**PERMANENT CONTRACT  
BASE: CHESTER SITE**

**SALARY SCALE**

TSR4, points 35 – 39, £ 44,128 - £49,559 per annum pro rata.

**HOLIDAY ENTITLEMENT**

17.5 days per annum (pro rata during the commencement and cessation years). Two extra statutory days during the Christmas period.

**DISCLOSURE & BARRING SERVICES CHECK**

The successful applicant will have to undergo a DBS check before an appointment can be made.

**MEDICAL EXAMINATION**

Successful candidates will be required to complete an occupational health questionnaire and may be required to undergo a medical examination.

**ESSENTIAL CERTIFICATES**

Short-listed candidates will be asked to bring to interview proof of qualification as outlined on the Job Description and Person Specification provided. Upon appointment, copies of essential certificates will be required by Human Resources.

**PENSION SCHEME**

All academic staff will be enrolled in the Teachers' Pension Scheme from their first day of employment, in accordance with the scheme rules. If staff do not wish to remain a member of the scheme, they will be entitled to opt out after enrolment.

**EQUAL OPPORTUNITIES**

The University has a policy of equal opportunity aimed at treating all applicants for employment fairly.

**SMOKING POLICY**

The University operates a No-Smoking policy.

**PROBATIONARY PERIOD**

A twelve months' probationary period applies to all University posts.