



**Faculty of Science**

**School of Health Sciences and Social Work**

**LECTURER/SENIOR LECTURER IN ADULT NURSING**

**ZZ004129**

**THE POST**

Please see the attached job description and person specification.

**TERMS OF APPOINTMENT**

Salary is in the range:

£33,943 - £37,075 per annum: Lecturer

£38,183 - £46,924 per annum: Senior Lecturer

Salary is paid into a bank or building society monthly in arrears.

Annual leave entitlement is 35 working days in a full leave year. The leave year commences on 1 October and staff starting and leaving during that period accrue leave on a pro-rata basis. In addition, the University is normally closed from Christmas Eve until New Year’s Day inclusive and on bank holidays.

There is a probationary period of one year during which new staff will be expected to demonstrate their suitability for the post. Most academic staff new to Portsmouth will be expected either:

* to have already Descriptor 2 of the UK Professional Standards for Teaching and Supporting Learning in Higher Education and thus be Fellows of the HE Academy, or
* to achieve Descriptor 2 within their probationary year.

The UK Professional Standards are a set of standards for the HE sector and can be found at [www.heacademy.ac.uk/ukpsf](http://www.heacademy.ac.uk/ukpsf). The standards were updated in 2011. Successful achievement of one of the descriptors within the Standards Framework brings with it membership of the HEA at a level commensurate with the descriptor achieved (see table below)

|  |  |  |
| --- | --- | --- |
| Descriptor | HEA Fellowship Category | Target Group |
| D1 | Associate Fellow | Staff who support learning  Academic staff with limited teaching portfolios |
| D2 | Fellow | Early career teaching staff  Experienced academic staff with substantive teaching and learning responsibilities |
| D3 | Senior Fellow | Experienced academic staff who can demonstrate impact & influence through academic leadership &/or mentoring |
| D4 | Principal Fellow | Senior academic staff responsible for institutional leadership |

A discussion will take place at the formal selection interview about which Descriptor an individual should achieve within their probationary year. Therefore, it is important that applicants provide full information on the application form where they are in possession of a qualification in learning and teaching in HE and/or where they are already a Fellow of the Higher Education Academy.

It is a condition of the appointment for the proper performance of the duties of the post that the appointee will take up residence at a location such that they are able to fulfil the full range of their contractual duties. This residential requirement will be expected to be fulfilled within twelve months of taking up the appointment. The University has a scheme of financial assistance towards the cost of relocation, details of which can be found on the University website:

<http://www.port.ac.uk/departments/services/humanresources/recruitmentandselection/informationforapplicants/removalandseparationguidelines>

The appointee will be eligible to join the Teachers' Pension Scheme. The scheme's provisions include a final salary based index-linked pension and a lump sum on retirement together with dependants’ benefits.

There is a comprehensive sickness and maternity benefits scheme.

**All interview applicants will be required to bring their passport or full birth certificate and any other 'Right to Work' information to interview where it will be copied and verified.** The successful applicant will not be able to start work until their right to work documentation has been verified.

Under the University’s Insurance Policy we will take up references for candidates called for interview. Your current employer reference must be your current line manager. It is also a requirement of this policy that we take up references to cover the previous three years of your employment or study.

The successful candidate will need to bring documentary evidence of their qualifications to Human Resources on taking up their appointment.

To comply with UKVI legislation, non-EEA candidates are only eligible to apply for this post if it has been advertised for a total of 28 days.

If the position has a requirement for Disclosure and Barring Service check (DBS), this will be stated in the advert. The DBS Application Form will be provided once the selection process has been completed.

All applications must be submitted by Midnight (GMT) on the closing date published.

**UNIVERSITY OF PORTSMOUTH – RECRUITMENT PAPERWORK**

1. **JOB DESCRIPTION**

|  |  |
| --- | --- |
| **Job Title:** | Lecturer in Adult Nursing |
| **Faculty/Centre:** | Science |
| **Department/Service:**  **Location:** | School of Health Sciences & Social Work |
| **Position Reference No:** | ZZ004129 |
| **Cost Centre:** | 44787 |
| **Responsible to:** | Head of School |
| **Responsible for:** | Delivery of Pre-registration undergraduate Adult Nursing provision |
| **Effective date of job description:** | July 2017 |

|  |
| --- |
| **Purpose of Job:** |
| The post holder is required to contribute to integrating the underpinning theory and practical elements of Adult Nursing into relevant teaching. They may also be expected to form close links with practice, develop and secure new placement opportunities and support supervisors/mentors in practice in supporting our students. The successful candidate will be expected to contribute to teaching, offer tutorial support and participate in course delivery across health science programmes generally, and Adult Nursing specifically, within the School. They will be expected to contribute to the scholarly activities (including using simulation) within the school and to assist with the implementation and delivery of the pre-registration undergraduate BN (Hons) Bachelor of Nursing (Adult) and other health programmes from September 2017. |

|  |
| --- |
| **Key Responsibilities:** |
| * Delivery of evidence informed nurse education in one or more of these areas:   + Physiology and nursing management of acute and/or long term conditions   + Nursing care and management of specialist patients groups (Learning disabilities, paediatrics, older adults, mental health)   + Underpinning applied physical, psychological and social sciences * Delivery of teaching in relevant health science courses * Tutoring and supporting students * Assessment of academic and clinical skills * Supporting students in skills development and practice learning * Assisting with identification of, and liaison with, appropriate practice placement opportunities * Contributing to liaison activities with key stakeholders * Assisting with marketing and recruitment activities * Undertaking scholarly activities in support of the School’s research priorities * Maintain own professional practice, registration and professional portfolio * Additional tasks as identified by the Head of School   There is a requirement to undertake the University‘s learning & teaching in higher education programme (APEX) if Higher Education Academy qualified teacher status is not already held. |

|  |
| --- |
| **Working Relationships (key individuals the job holder would be working with):** |
| Head of School of Health Sciences & Social Work  Associate Head (Education)  Associate Head (Research & Knowledge Services)  Programme Lead for Nursing  Course teams  Technology Enhanced Learning Lead  School Manager  Faculty Placements Manager |

1. **PERSON SPECIFICATION - LECTURER**

|  |  |  |  |
| --- | --- | --- | --- |
| **No** | **Attributes** | **Rating** | **Source** |
| **1.** | **Specific Knowledge & Experience** |  |  |
|  | Knowledge of emerging adult nursing and health care | E | AF,S |
|  | An understanding of the delivery of adult nursing care | E | AF,S |
|  | Understanding of relevant employer organisational structures (including NHS ) and workforce development needs | E | AF,S |
|  | Understanding of, and commitment to, evidence based practice | E | AF,S |
|  | Understanding of HEI and Quality Assurance Agency processes | D | AF,S |
|  | Experience in supervision and assessment of students in practice placements | D | AF,S |
|  | Experience in delivering interprofessional/multiprofessional learning | D | AF,S |
|  | Experience in curriculum development | D | AF,S |
|  | Experience of skills training and assessment using simulation | D | AF,S |
| **2.** | **Skills & Abilities** |  |  |
|  | Excellent IT, written & oral communication skills | E | AF,S |
|  | Ability to organise your own time and manage own work load | E | AF,S |
|  | Experience of producing online materials and teaching notes/support materials for HE students. | D | AF,S |
|  | Record of own CPD to include contribution to education in practice | E | AF,S |
| **3.** | **Education &/or Training** |  |  |
|  | An Honours Degree in a relevant subject (or equivalent qualifications and clinical experience) | E | AF,S |
|  | Current professional registration with the Nursing & Midwifery Council | D | AF,S |
|  | A postgraduate award in a relevant subject (or equivalent) | E | AF,S |
|  | A Higher Degree (PhD or Professional Doctorate) (or equivalent) | D | AF,S |
|  | HEA fellowship or equivalent | D | AF,S |
| **4.** | **Other Requirements** |  |  |
|  | Research active | D | AF,S |
|  | Engages positively with change and evolution | E | AF,S |
|  | Commitment to a whole School ethos | E | AF,S |
|  | Commitment to widening participation | E | AF,S |
|  | Evidence of good team working skills | E | AF,S |

**Legend**

Rating of attribute: E = essential; D = desirable

Source of evidence: AF = Application Form; S = Selection Programme which may include test, presentation, references.

**JOB HAZARD IDENTIFICATION FORM - LECTURER**

|  |  |  |  |
| --- | --- | --- | --- |
| **Please tick box(s) if any of the below are likely to be encountered in this role. This is in order to identify potential job related hazards and minimise associated health effects as far as possible. Please use the** [**Job Hazard Information**](http://www.port.ac.uk/departments/services/humanresources/occupationalhealthservice/jobhazardinformation/filetodownload,164407,en.doc) **document in order to do this.** | | | |
| 1. International travel/Fieldwork |  | 13. Substances to which COSHH regulations apply (including microorganisms, animal allergens, wood dust, chemicals, skin sensitizers and irritants) | X |
| 2. Manual Handling (of loads/people) | x | 14. Working at height |  |
| 3. Human tissue/body fluids (e.g. Healthcare workers, First Aiders, Nursery workers, Laboratory workers) |  | 15. Working with sewage, drains, river or canal water |  |
| 4. Genetically modified Organisms |  | 16. Confined spaces |  |
| 5. Noise > 80 DbA |  | 17. Vibrating tools |  |
| 6. Night Working  (between 2200 hrs and 0600 hrs) |  | 18. Diving |  |
| 7. Display screen equipment (including lone working) | X | 19. Compressed gases | x |
| 8. Repetitive tasks (e.g. pipette use, book sensitization etc) |  | 20. Small print/colour coding |  |
| 9. Ionising radiation/non-ionising radiation/lasers/UV radiation | | 21. Contaminated soil/bioaerosols |  |
| 10. Asbestos and lead | | 22. Nanomaterials | |
| 11. Driving on University business  (mini-bus, van, bus, forklift truck etc) | | 23. Workplace stressors (e.g. workload, relationships, job role etc) | |
| 12. Food handling | | 24. Other (please specify) | |

**Completed by Line Manager/Supervisor:**

|  |  |
| --- | --- |
| **Name (block capitals)** | Dr Chris Markham |
| **Date** | 18/1/17 |
| **Extension number** | 4400 |

Managers should use this form and the information contained in it during induction of new staff to identify any training needs or requirement for referral to Occupational Health (OH).

Should any of this associated information be unavailable please contact OH (Tel: 023 9284 3187) so that appropriate advice can be given.

**UNIVERSITY OF PORTSMOUTH – RECRUITMENT PAPERWORK**

1. **JOB DESCRIPTION**

|  |  |
| --- | --- |
| **Job Title:** | Senior Lecturer in Adult Nursing |
| **Faculty/Centre:** | Science |
| **Department/Service:**  **Location:** | School of Health Sciences & Social Work |
| **Position Reference No:** | ZZ003860 |
| **Cost Centre:** | 44787 |
| **Responsible to:** | Head of School |
| **Responsible for:** | Delivery of Pre-registration undergraduate Adult Nursing provision |
| **Effective date of job description:** | 1st February 2017 |

|  |
| --- |
| **Purpose of Job:** |
| The post holder is required to contribute to integrating the underpinning theory and practice elements of Adult Nursing into relevant teaching. They may also be expected to form close links with practice, develop and secure new placement opportunities and support supervisors/mentors in practice in supporting our students. The successful candidate will be expected to contribute to teaching, offer tutorial support and participate in course development across health programmes generally, and Adult Nursing specifically, within the School. They will be expected to contribute to the research and innovation, and scholarly activities (including using simulation) within the school and to participate in the implementation and delivery of the pre-registration undergraduate BN (Hons) Bachelor of Nursing (Adult) and other health programmes from September 2017. |

|  |
| --- |
| **Key Responsibilities:** |
| * Curriculum development and delivery of evidence informed nurse education and specialist teaching (including simulation and clinical skills) in care and management of the patient in one or more of these fields:   + Advanced or specialist nursing practice   + Physiology and nursing management of long term conditions   + Nursing care and management of specialist patients groups (Learning disabilities, paediatrics, older adults, mental health) * Curriculum development and review, delivery of teaching/units in relevant health courses * Tutoring and supporting students * Assessment of academic and clinical skills * Supporting students in skills development and practice learning * Assisting with identification of, and liaison with, appropriate practice placement opportunities * Contributing to liaison activities with key stakeholders * Assisting with marketing and recruitment activities * Undertaking research and/or knowledge transfer, and scholarly activities in support of the School’s research and knowledge transfer priorities * Maintain own professional practice, registration and professional portfolio * Additional tasks as identified by the Head of School, this may include course leadership responsibilities   Registration with the Nursing & Midwifery Council is required. There is also a requirement to undertake the University‘s learning & teaching in higher education programme (APEX) if Higher Education Academy qualified teacher status is not already held. |

|  |
| --- |
| **Working Relationships (key individuals the job holder would be working with):** |
| Head of School of Health Sciences & Social Work  Associate Head (Education)  Associate Head (Research & Innovation)  Programme Lead for Nursing  Course teams  Technology Enhanced Learning Lead  School Manager  Faculty Placements Manager |

1. **PERSON SPECIFICATION – LECTURER**

|  |  |  |  |
| --- | --- | --- | --- |
| **No** | **Attributes** | **Rating** | **Source** |
| **1.** | **Specific Knowledge & Experience** |  |  |
|  | An in-depth knowledge of emerging adult nursing practice and health care | E | AF,S |
|  | A sound understanding of the delivery of adult nursing care | E | AF,S |
|  | Understanding of relevant employer organisational structures (including NHS ) and workforce development needs | E | AF,S |
|  | Understanding of, and commitment to, evidence based practice | E | AF,S |
|  | Understanding of HEI and Quality Assurance Agency processes | E | AF,S |
|  | Experience in supervision and assessment of students in practice placements | E | AF,S |
|  | Experience in curriculum development | E | AF,S |
|  | Experience of skills training and assessment using simulation | D | AF,S |
|  | Experience in delivering interprofessional/multiprofessional learning in higher education | E | AF,S |
| **2.** | **Skills & Abilities** |  |  |
|  | Excellent IT, written & oral communication skills | E | AF,S |
|  | Ability to organise your own time and manage own work load | E | AF,S |
|  | Experience of producing online materials and teaching notes/support materials for HE students | E | AF,S |
|  | Record of own CPD to include contribution to education in practice | E | AF,S |
| **3.** | **Education &/or Training** |  |  |
|  | An Honours Degree in a relevant subject. | E | AF,S |
|  | Current professional registration with the Nursing & Midwifery Council | E | AF,S |
|  | A postgraduate award in a relevant subject (or equivalent) | E | AF,S |
|  | A Higher Degree (PhD or Professional Doctorate) (or equivalent) | E | AF,S |
|  | HEA fellowship or equivalent | D | AF,S |
| **4.** | **Other Requirements** |  |  |
|  | Engages positively with change and evolution | E | AF,S |
|  | Commitment to a whole School ethos | E | AF,S |
|  | Commitment to widening participation | E | AF,S |
|  | Evidence of good team working skills | E | AF,S |
|  | Research active | E | AF,S |

**Legend**

Rating of attribute: E = essential; D = desirable

Source of evidence: AF = Application Form; S = Selection Programme (which may include test, presentation, references)

**JOB HAZARD IDENTIFICATION FORM – SENIOR LECTURER**

|  |  |  |  |
| --- | --- | --- | --- |
| **Please tick box(s) if any of the below are likely to be encountered in this role. This is in order to identify potential job related hazards and minimise associated health effects as far as possible. Please use the** [**Job Hazard Information**](http://www.port.ac.uk/departments/services/humanresources/occupationalhealthservice/jobhazardinformation/filetodownload,164407,en.doc) **document in order to do this.** | | | |
| 1. International travel/Fieldwork |  | 13. Substances to which COSHH regulations apply (including microorganisms, animal allergens, wood dust, chemicals, skin sensitizers and irritants) | X |
| 2. Manual Handling (of loads/people) | x | 14. Working at height |  |
| 3. Human tissue/body fluids (e.g. Healthcare workers, First Aiders, Nursery workers, Laboratory workers) |  | 15. Working with sewage, drains, river or canal water |  |
| 4. Genetically modified Organisms |  | 16. Confined spaces |  |
| 5. Noise > 80 DbA |  | 17. Vibrating tools |  |
| 6. Night Working  (between 2200 hrs and 0600 hrs) |  | 18. Diving |  |
| 7. Display screen equipment (including lone working) | X | 19. Compressed gases | x |
| 8. Repetitive tasks (e.g. pipette use, book sensitization etc) |  | 20. Small print/colour coding |  |
| 9. Ionising radiation/non-ionising radiation/lasers/UV radiation | | 21. Contaminated soil/bioaerosols |  |
| 10. Asbestos and lead | | 22. Nanomaterials | |
| 11. Driving on University business  (mini-bus, van, bus, forklift truck etc) | | 23. Workplace stressors (e.g. workload, relationships, job role etc) | |
| 12. Food handling | | 24. Other (please specify) | |

**Completed by Line Manager/Supervisor:**

|  |  |
| --- | --- |
| **Name (block capitals)** | Dr Chris Markham |
| **Date** | 18/1/17 |
| **Extension number** | 4400 |

Managers should use this form and the information contained in it during induction of new staff to identify any training needs or requirement for referral to Occupational Health (OH).

Should any of this associated information be unavailable please contact OH (Tel: 023 9284 3187) so that appropriate advice can be given.