

## Job Description

### Senior Lecturer in Health Sciences (Lead for Research Ethics)

<b>Salary:</b>	Grade 9
<b>Contract:</b>	Part time (0.4FTE), ongoing
<b>School/Department:</b>	Kent and Medway Medical School
<b>Location:</b>	Canterbury Campus
<b>Responsible to:</b>	KMMS Director of Research or their nominee

**KENT AND  
MEDWAY  
MEDICAL  
SCHOOL**



### Kent and Medway Medical School

KMMS welcomed its first students in 2020 and achieved full GMC accreditation in 2025. Our mission is to widen participation, train excellent doctors, and improve health in Kent and Medway. We deliver a five-year undergraduate programme and a growing portfolio of postgraduate study, including the MSc in Clinical Education and Physician Associate Studies.

### Equity, Diversity and Inclusion

KMMS is proud to have a diverse and inclusive community of students and staff. We welcome applications from members of all the non-majority parts of our community and KMMS is committed to fair treatment and to ensuring that the learning and working environment are supportive and inclusive to all. Duties in the delivery of learning, teaching and supporting students and staff should be performed in a manner in keeping with the School's core values.

### Job purpose

We are seeking an inspirational researcher and role model to contribute to research and teaching across the School's medical programme with a prominent focus on leading our research ethics and governance processes, including chairing the School's Research Ethics Advisory Group (REAG), becoming the primary liaison for non-undergraduate associated research.

KMMS expects that all research, and the application of research, carried out at or on behalf of the University of Kent and Canterbury Christ Church University by staff (including persons with honorary positions and collaborators) and students, is conducted to the highest level of ethical standards and in accordance with current legislation and policy requirements. This includes projects which may not be considered traditional research, though which pose material ethical considerations, such as service evaluation and audits, as well as consultancy and enterprise. The successful candidate will work in close partnership with the KMMS research office, affiliated researchers, and external collaborators, as well as students who submit ethics applications as part of their independent research projects. The successful post-holder will maintain oversight of all KMMS-related research, ensuring the projects have robust ethics and governance processes in place to protect all involved, particularly research participants.

We are particularly interested in applicants that have an understanding/experience of the UK healthcare services and the NHS environment, and the research governance requirements in these environments and when working with vulnerable populations. Previous experience with the requirements of the Health Research Authority is a desirable criterion. An understanding of student selection, assessment including admissions and portfolios in medical education, electronic learning and assessment, student support, supervision and inter-professional learning and assessment would be advantageous.

Working flexibly across the campus sites of both the partner universities in Canterbury and Medway, the role will make a major contribution to the development of the KMMS research strategy, undergraduate medical programme and contribute to the development of further taught courses (undergraduate and postgraduate) as appropriate.

Some level of flexibility will be required in terms of when the hours are worked, depending on the needs of the REAG and peak periods in the application cycle.

## Key accountabilities

- Deliver and contribute to the design and delivery of high-quality, demand-driven, and student-centred taught programmes.
- Engage in individual and collaborative research and scholarship leading to high-quality publications at acceptable levels of volume and academic excellence, and develop income from research, enterprise, or corporate engagement individually or in collaboration with others.
- Manage the research ethics governance and operational processes, providing expert guidance to staff and students and ensuring KMMS meets all necessary compliance benchmarks.
- Undertake additional leadership roles within the School, as determined by the line manager.
- Take part in the enterprise activities of the School and undertake administrative duties assigned by the Dean or their nominee.

## Key duties

The following are the main duties for the job. Other duties, commensurate with the grading of the job, may also be assigned from time to time.

### 1. Teaching and Learning

- Teach as a member of a teaching team and deliver high quality undergraduate level learning and teaching activities on key scholarly topics, such as literature reviews, scientific writing, plagiarism awareness, and giving effective feedback.
- Using experience of higher education expertise, deliver high quality teaching and assessment in a variety of settings, developing critical thinking and clinical reasoning skills in students.
- Contribute to the delivery, organisation and review of the teaching within the BM BS programme, ensuring that it is expressed in informative, interactive and assessable learning and teaching for our medical students, is integrated with students' core learning throughout, and satisfies GMC requirements.
- Ensure student learning needs and outcomes are met through a standardised approach to curriculum content, methods of delivery and learning materials.
- Using experience of current higher education practice, develop own teaching materials, methods and approaches.
- Seek ways of improving performance by reflecting on teaching design and delivery and obtaining and analysing feedback.
- Participate in student recruitment and assessment activities across all 5 years of the programme.
- Support and advise research investigators and supervisors across university and NHS partner sites.
- Provide specialist advice and specific research ethics and governance advice to students and staff, including liaison with NHS trusts for approvals and gatekeeping, acting as adjudicator for appeals and where consensus cannot be reached.

### 2. Research and Scholarship

- Manage the gatekeeper approval process for students and staff as research participants in partnership with Year Leads and the Deputy Dean for Undergraduate Medical Education.

- Ensure compliance with policies and procedures of KMMS and partner universities, and that all research undertaken is carried out to the highest ethical standards to protect and safeguard the dignity, rights, safety and wellbeing of all research participants.
- Serve as Chair of the KMMS Research Ethics Advisory Group (REAG) and act as KMMS representative within the relevant boards and committees at both universities.
- Contribute to the research profile of the School by using knowledge and experience to produce research that is of international standard.
- Identify sources of funding and contribute to the process of securing funds to support research activities.
- Extend, transform, and apply knowledge acquired from scholarship to teaching, research and appropriate external activities.
- Write or contribute to publications or disseminate research findings in peer reviewed journals or using other appropriate media.
- Supervise undergraduate students during their student selected component module and individual research project.
- Manage research projects (including financial oversight).
- Manage members of staff, including research assistants and associates, and supervise graduate students, PhDs and postdoctoral scientists.

### **3. Strategic Management**

- Contribute to and influence preparations for effective internal and external academic quality and governance processes and systems, including those associated with professional, statutory and regulatory bodies.
- Be a member of the KMMS management organisation and attend and participate in the work of KMMS boards, committees and sub-committees as directed by the Deputy Dean for Undergraduate Medical Education.
- Support programme validation events and Periodic Subject Reviews.
- Contribute to the School's learning and teaching strategy and to subject level TEF submission.
- Undertake line management and professional development duties to assist team members in their career progression.
- Represent KMMS at local, regional and national meetings relevant to medical education with internal and external bodies and develop leadership in this domain.

### **4. Administration**

- Work with the Director of Research and Research Office to ensure the level of administrative support is sufficient to maintain compliance with stated review timescales.
- Manage research ethics review procedures within KMMS, safeguarding the interests of research participants, researchers, and the universities.
- Play an active role in all aspects of programme development and management, including (but not limited to) module design and development, recruitment and admissions, marketing, student support, planning and quality assurance.
- Undertake administrative roles in KMMS as required by the Dean of KMMS or their nominee. Any administrative role will be assigned according to the level of your appointment, the subject's requirements and teaching load.
- Engage in effective and professional communication with academic and administrative colleagues in KMMS, Kent, Christ Church and externally.

- Pro-actively contribute to administration, recruitment activities and to the collegial work environment; ensuring all administrative duties are carried out in an effective, efficient, and timely manner.
- Attend meetings and participate in other committees and working groups as required.

## Internal & external relationships

**Internal:** This post requires close working relationships with staff at secondary care placement providers, Year Leaders, KMMS staff, researchers, Quality and Governance teams and administrative staff. Awareness of the impact of the medical school within the two partner universities is necessary and therefore this post requires good working relationships with staff and colleagues across both partner Universities.

**External:** Leads for Medical Education and Secondary Care placement providers. External bodies such as Office for Students, Medical Schools Council, GMC, Academy of Medical Educators, Higher Education Academy, Health Education England, UK Foundation Programme Office; NHS partners other health researchers and Universities.

## Health, safety & wellbeing considerations

This job involves undertaking duties which include the following health, safety and wellbeing considerations:

- Regular use of Screen Display Equipment
- Conflict resolution
- Pressure to meet important deadlines such as might be inherent in high profile projects
- Ability to occasionally travel in a timely and efficient manner between campuses

## Person specification

The person specification details the necessary skills, qualifications, experience or other attributes needed to carry out the job. Applications will be measured against the criteria published below.

Selection panels will be looking for clear evidence and examples in an application, or cover letter (where applicable), which back-up any assertions made in relation to each criterion.

### Essential criteria:

#### Professional/clinical expertise:

- A research or professional doctoral degree (PhD or MD) in a relevant discipline or equivalent experience (A)
- Academic credibility with a track record of excellence in teaching (A, I)
- Experience of teaching undergraduate or postgraduate students in a clinical or academic setting (A, I)
- Possess sufficient breadth or depth of knowledge to work within the BM BS teaching programme (A,I)
- Recent experience of and commitment to academic leadership and management (A, I)
- Evidence of income generation (e.g., through research grants, enterprise activity, consultancy, etc) (A, I, P)
- Evidence of research excellence in area of expertise including publications in internationally competitive journals and conference presentations (A, I, P)
- Expertise and experience in curriculum and assessment design, implementation and evaluation in undergraduate clinical, healthcare or medical education (A, I)
- Experience of research ethics and governance processes (A, I)
- Evidence-based working knowledge of the theory and application of research ethics (A, I)

#### Academic/Scholarly practice:

- Ability to innovate in relation to the development of the School's taught programmes (I, T)
- A proven ability to work co-operatively with colleagues and contribute to multi-disciplinary projects (I, T)

- Clear evidence of organisational, administrative and IT skills (A,T)
- Excellent interpersonal and communications skills (I, T)
- Adaptable to change and resilient under pressure (I, T)
- Ability to develop, deliver, and supervise high quality undergraduate and postgraduate research projects in the field of medical health (I, P)
- Ability to exercise discretion and tact and maintain confidentiality (I, T)
- Ability to help shape an environment where less experienced colleagues can learn and develop (I, T)
- Ability to articulate the School's objectives in a way that encourages others to engage with the vision (I, T)
- Flexible, adaptable and able to manage conflicting priorities and demands and work in partnership across different institutions and stakeholders (I, T)
- A post graduate teaching qualification (e.g. Grad Cert) or Membership or Fellowship of the HEA or AoME or equivalent / or willingness to obtain\* (A)
- Committed to upholding and promoting research integrity (I)
- Proven ability to weigh up conflicting opinions, make decisions with confidence and act independently (I)
- Ability to exercise discretion and tact and maintain confidentiality (I)
- A firm commitment to fostering a working and learning environment that is respectful, inclusive and values diversity, including diversity of thought, and which enables staff and students from a wide range of backgrounds to thrive (I)

#### **Desirable Criteria:**

- Experience and understanding of research in medical education and healthcare related fields (A, I)
- Recent experience and sound understanding of quality assurance and enhancement issues in undergraduate healthcare education (A, I, T)
- Extensive recent experience and understanding of current issues in undergraduate healthcare programmes (A, I, T) Experience of supervising student projects (I)

*Assessment stage: A - Application; I - Interview; T - Test/presentation at interview stage*

*\*If the successful applicant is not in possession of a post graduate teaching qualification (e.g. Grad Cert) or Membership or Fellowship of the HEA or AoME or equivalent, they will be supported in obtaining this.*

#### **Additional Criteria for Senior Lecturer appointment:**

For the Senior Lecturer post, applicants must demonstrate a higher standard of achievement in either excellence in practice/activity or leadership within and/or beyond the discipline and their university and how their achievements have been recognised in impact and recognition.

For Education & Research contracts, candidates must also demonstrate a strong record of research leadership and successful grant applications.

At Senior Lecturer level, the post holder will also be expected to undertake a major leadership role within the school.