

Job Description

Position: Phase 1 Body System Lead — Urinary

Faculty/Service: School of Medicine

Reference: MED-02526

Grade: 8

Status: Part time

Hours: 3.70 per week

Reporting to: Head of MBChB Programme

Main Function of the Position:

The Phase 1 Body System Lead – Urinary will provide clinical academic leadership for the delivery, development, and quality assurance of a designated body system unit within the Phase 1 MBChB curriculum at the University of Greater Manchester Medical School. The role holder will act as the clinical and educational authority for their specialism, working collaboratively with Clinical Teaching Fellows, academic colleagues, and the Year 1 Lead to ensure an integrated, high-quality undergraduate medical education experience. The Body System Lead will be responsible for oversight of the Urinary unit, ensuring that teaching content is clinically accurate, aligned with curriculum learning outcomes, and reflective of contemporary clinical practice including contribution to developing Assessment items and participating in editing, standard setting of those items.

Ensure a safe working environment and abide by University health and safety policies and practices and to observe the University's Equal Opportunities policy and Dignity at Work policy at all times.

Principal Duties and Responsibilities:

1. Provide academic and clinical leadership for the designated body system unit within Phase 1 of the MBChB programme.
2. Develop, review, and update learning outcomes, teaching materials, case studies, and assessment content to ensure currency and clinical accuracy.
3. Map curriculum content to national standards (e.g., GMC Outcomes for Graduates) and the school's Phase 1 framework
4. Ensure appropriate integration of basic sciences, clinical application, and patient-centred learning within the body system unit.
5. Identify and address gaps in curriculum coverage in collaboration with the Phase 1 Lead and relevant Unit Leads.
6. Coordinate and contribute directly to teaching delivery within the body system unit, including management of the virtual learning environment (VLE) planning the teaching schedule, liaising with Clinical Teaching Fellows to allocate sessions, and ensuring appropriate coverage across all learning outcomes. This includes lectures, small group sessions, and clinical skills sessions

7. Lead the development of formative and summative assessment content for the body system unit, including writing, reviewing, and quality-assuring single best answer (SBA) questions, OSCE stations, and other assessment items. Maintain and develop the question bank for the designated body system specialism.
8. Participate actively in assessment processes including item review panels, standard setting exercises, OSCEs and MMIs and marking, acting as the clinical expert for the body system specialism.
9. Ensure that teaching and assessment activities are inclusive and aligned with the University's and the Medical School's equity, diversity, and inclusion commitments.
10. Monitor the quality of teaching delivery and student learning outcomes within the body system unit, using feedback and performance data to drive improvement.
11. Lead or contribute to annual review processes for the body system unit, including module evaluation and curriculum mapping exercises.
12. Act as a named point of contact for external stakeholders (e.g., NHS partners) relating to the designated body system.
13. Work collaboratively with Clinical Teaching Fellows, academic staff, and professional services to support the effective delivery of Phase 1.
14. Liaise with other Body System Leads to ensure horizontal integration across the Phase 1 curriculum.
15. Attend and contribute to relevant programme committees, boards of study, and curriculum development meetings as required.
16. Provide mentorship and support to Clinical Teaching Fellows in relation to the body system.
17. Engage in or support research and/or quality improvement activities related to medical education or the relevant clinical specialty.
18. Contribute to the dissemination of good practice through presentations, publications, or educational outputs where appropriate.
19. Maintain current clinical practice and continuing professional development (CPD) in the relevant specialty.
20. Engage with educational development opportunities as appropriate, including those offered by the University.
21. Participate in University activities relevant to Phase 1, including open days, student recruitment events, and graduation where appropriate.
22. Maintain compliance with data protection, equality, diversity, and health and safety policies
23. Contribute to an inclusive and supportive learning environment for all students
24. Undertake other duties appropriate to the nature of the role as agreed with the Head of Programme.

Note:

This is a description of the position requirements as it is presently constituted. It is the University's practice to periodically review job descriptions to ensure that they accurately reflect the role requirements to be performed and if necessary update to incorporate changes were appropriate. The review process will be conducted by the relevant manager in consultation with the position holder.

Please note that this is an evolving role with a requirement to travel and attend events external to the University in support of Faculty/University business requirements.

The university is committed to upholding academic freedom and freedom of speech within the law. We support open and respectful debate, the exchange of ideas, and the right of staff and students to question, test, and advance knowledge without constraint, while recognising the responsibility to exercise these freedoms in a way that respects the rights of others.

This appointment is subject to Disclosure and Barring Clearance.

Person Specification

Position: Phase 1 Body System Lead – Urinary (CVS)		Reference:	
Faculty/Service: School of Medicine		Priority	Method of Assessment
Criteria		(1/2)	
1 Qualifications			
1a. Medical degree (MBBS or equivalent)		1	A
1b. Full registration with the General Medical Council (GMC) with Licence to Practise		1	A
1c. Completion of specialist training and appointment to the Specialist Register (or equivalent) in the relevant specialty		1	A
1d. Fellowship of a relevant medical Royal College or equivalent postgraduate specialist qualification		2	A/I
1e. Postgraduate teaching qualification (PGCert in Medical Education or equivalent)		2	A/I
1f. Fellowship of the Higher Education Academy (FHEA) or equivalent educational recognition		2	A/I
2 Skills / Knowledge			
2a. Substantial clinical experience in the relevant specialty (Urinary)		1	A/I
2b. Demonstrable experience of undergraduate or postgraduate medical teaching		1	A/I
2c. Experience of curriculum design, learning outcome development, or assessment construction		2	A/I
2d. Experience in academic leadership or coordinating a teaching programme or module		2	A/I
2e. Experience in research or quality improvement in clinical practice or medical education		2	A/I
2f. Experience with online teaching platforms or learning management systems		2	A/I
2g. Experience in assessment item development, editing and standard setting, post exam analysis		2	A/I

3 Experience		
3a. Deep knowledge of Urinary and its interface with other body systems as relevant to undergraduate medical education	1	A/I
3b. Ability to articulate and contextualise basic science within clinical practice for undergraduate learners	1	A/I
3c. High level of proficiency in English, sufficient to undertake teaching, curriculum development, and administrative activities	1	A/I
3d. Proficiency in Microsoft Office (Word, PowerPoint, Outlook) and educational technology platforms	1	A/I
3e. Understanding of how undergraduate medical education is structured and delivered in the UK	1	A/I
3f. Knowledge of GMC standards and Outcomes for Graduates relevant to Phase 1 education	2	A/I
3g. Organisational and administrative competence, with the ability to manage competing priorities	1	A/I
4 Personal Qualities		
4a. Strong communication and interpersonal skills, with the ability to engage and inspire medical students	1	I
4b. Collaborative mindset and willingness to work across disciplines and professional boundaries	1	I
4c. Enthusiastic, motivated, and committed to the advancement of undergraduate medical education	1	I
4d. Resilient and adaptable, able to respond to the evolving needs of a new and developing medical school	1	I
5 Other		
5a. Commitment to the University's policy on equal opportunities and diversity	1	I
5b. Willingness to undertake staff development, which may take place outside the University	1	I
5c. Awareness of the requirements of Health & Safety within the work environment	1	I
5d. Commitment to the University's policy on equal opportunities and diversity	1	I
5e. Ability to attend the University campus and associated clinical sites as required by the role	1	I
5f. Willingness to engage with national networks, conferences, or events relevant to the body system specialty and medical education	2	I

Note:

1. **Priority 1** indicates **essential** criterion – an applicant would be unsuccessful if unable to satisfy all Priority 1 criterion.
2. **Priority 2** indicates **desirable** criterion - applicants failing to satisfy a number of these are unlikely to be successful.
3. *The role-holder is required to hold a PhD/Professional Doctorate qualification. However, those without a PhD/Professional Doctorate but with equivalent level qualifications or outstanding achievements in the professional field will be expected to complete a PhD/Professional Doctorate within four years from the date of commencement.
4. It is the responsibility of the employee to ensure any professional accreditation/membership remains current
5. Please note it is normally expected that a new appointee will commence at the bottom of grade.