

**Educational Co-ordinator  
Lead for Research with an Interest in  
GP Education**

**Applicant Information**



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## **EDUCATIONAL CO-ORDINATOR Lead for Research and an interest in General Practice Education**

**Part-time Post (2.5PA per week)  
Fixed Term for 9 months (Maternity Cover)**

**For Consultant Applicants - Salary Scale - £87,534 - £116,313 per annum pro rata  
For GP Applicants – Salary Scale - £63,187 - £94,311 per annum pro rata**

Looking for a new and exciting challenge? Then think about working in NHS Forth Valley in the heart of Scotland.

NHS Forth Valley seeks to appoint an experienced and enthusiastic candidate for this Educational co-ordinator position. Eligible candidates should currently hold either

- a General Practitioner (GP) post, have a strong interest in Medical Education and a commitment to teamwork.
- a Consultant post, have a strong interest in Medical Education and a commitment to teamwork.

The post is for 2.5 programmed activity per week and are likely to take the form of a secondment from or in addition to, a clinical appointment. Appointment and the salary are in accordance with the nationally agreed salary scales. There are no clinical duties within this post. Duties will be based mainly at the Scottish Centre for Simulation and Clinical Human Factors (SCSC<sup>HF</sup>) within Forth Valley Royal Hospital.

Applicants are encouraged to visit the SCSC<sup>HF</sup> department and meet key staff. Informal enquiries should be directed by telephone to Dr Julie Mardon, Director, SCSC<sup>HF</sup>, Forth Valley Royal Hospital (01324 567412). Details of previous post holders contact details may be available on request.

You can look forward to a warm welcome and strong support from colleagues. Our hospital is situated in the heart of Scotland, nestled against the Loch Lomond and Trossachs National Park, and close to vibrant towns that are richly endowed with excellent cultural and sporting facilities, offering good transport links to Edinburgh and Glasgow.

To apply for this post, please visit the job posting on the NHS Scotland Job Train website..

Applicants should have full GMC registration, a licence to practise and be on either

- the Specialist Register or be within 6 months of the anticipated award of a CCT at the time of interview or have a certificate of Eligibility for Specialist Registration (CESR),  
or
- The General Practice Register

Applicants are required to have evidence of recent continued academic and professional development. Excellent, communication, listening and organisational skills are essential.

Closing date: 20<sup>th</sup> October 2021

Interview date: To be confirmed

Please quote reference number 072093 on all correspondence.

# Introduction to NHS Forth Valley

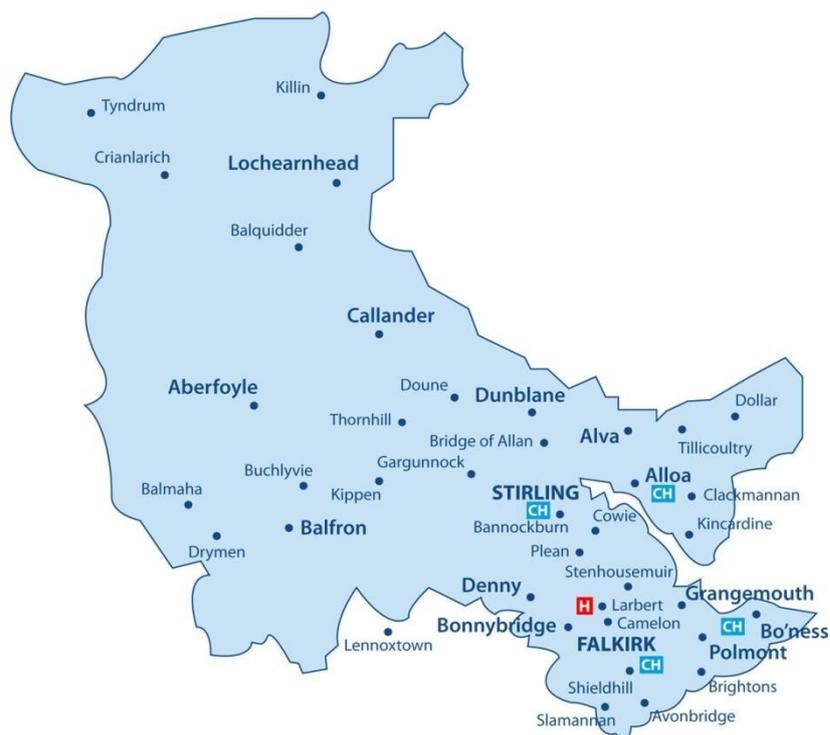
NHS Forth Valley is one of 14 regional health boards in Scotland and serves a population of nearly 310,000 in a diverse geographical area which covers the heart of Scotland and covers three council areas, [Clackmannanshire](#), [Stirling](#) and [Falkirk](#).

NHS Forth Valley has an annual budget of approximately £570 million and is the largest employer in the area, with approximately 8000 staff from a wide range of professional and support occupations. Acute Services are based in our modern, purpose built 860 bedded, Forth Valley Royal Hospital, which opened in 2011 and provides inpatient and outpatient services. It is supported by a network of four [community hospitals](#), 56 health centres, day centres providing care and support for patients with mental illness and learning disabilities and a wide range of community based services.

We are home to the [Scottish Centre for Clinical Simulation and Human Factors](#), one of the most advanced training facilities of its kind where medical staff are able to hone their skills using computerised mannequins. In addition, NHS Forth Valley has been named in a survey of trainee doctors as one of the top places to be in the UK for medical education and training.

There are two Health and Social Care Partnerships (HSCP) which cover the Forth Valley area – one for [Clackmannanshire and Stirling](#) and one for [Falkirk](#).

Further information is available at [www.nhsforthvalley.com](http://www.nhsforthvalley.com)



## The Forth Valley Area

Forth Valley, in the heart of Scotland, is an exciting place to live and work. Transport links are second to none with excellent motorway and rail links and two international airports nearby, Edinburgh and Glasgow. House hunters in the Forth Valley area are spoiled for choice. On offer are a large array of established and new properties in a variety of attractive settings.



Education in the area is first class, with excellent provision of pre-school, primary and secondary education. State schools in the area have strong reputations and there is also easy access to the area's private schools in Dollar and Crieff. On the further education front, Stirling boasts an excellent University and access to the University cities of Glasgow and Edinburgh is easy. There are also further education Colleges in Falkirk, Stirling and Alloa.

### Stirling Area

A wee city with a big history, Stirling punches well above its weight for historic attractions and spectacular scenery, not to mention shopping, places to eat and exciting events. Visit Stirling and take in the magnificent views from [Stirling Castle's](#) hill-top esplanade towards the [National Wallace Monument](#) on the edge of the rolling Ochil Hills before looking north east for the mountain peaks of [Loch Lomond & The Trossachs National Park](#). Find out more about the area on [Your Stirling](#).

### Falkirk Area

The Falkirk area is steeped in history with a wealth of attractions, including two of the world's most unique, including, [The Falkirk Wheel](#) and [The Kelpies](#) in [The Helix Park](#). Plus the Falkirk area has a significant section of the [John Muir Way](#). [Falkirk](#) is a historic town centre with a traditional high street and lots of things to be doing with two large shopping centres. Find out more about the area on [Visit Falkirk](#).

### Clackmannanshire Area

Clackmannanshire lies between the majestic Ochil Hills and the River Forth and provides the perfect year-round base to explore the stunning countryside, rich history, medieval castles and tower houses. For leisure, there are six golf courses, a luxury spa and a major shopping outlet. Find out more about the area on [Discover Clackmannanshire](#).

## Job Description

<b>Post:</b>	Educational Co-ordinator Lead for Research & Interest in General Practice Education
<b>Department:</b>	SCSC <sup>HF</sup> at Forth Valley Royal Hospital
<b>Status:</b>	<b>Fixed Term</b> 9 months (Maternity Cover)
<b>Responsible to:</b>	Director, SCSC <sup>HF</sup>
<b>Accountable to:</b>	Management Board of the Centre.
<b>Qualifications:</b>	Substantive appointment as a General Practitioner or a Consultant
<b>Proposed focus:</b>	Lead for Research and General Practice Education

### SUMMARY

Applications are invited from General Practitioners / Consultants with appropriate practice and educational experience for the post of Lead Educational Co-ordinator for Research and interest in General Practice Education in the SCSC<sup>HF</sup> based in Forth Valley Royal Hospital in Larbert. Having originally opened in 1998 at Stirling Royal Infirmary as a training hub for anaesthetists, the scope of the centre has markedly extended to involve a wide range of disciplines. The centre now houses a high fidelity human patient simulator along with several other intermediate and lower fidelity models and provides high fidelity simulation-based education for undergraduate and postgraduate doctors and other health care professionals involved in the delivery of acute health care across Scotland.

The successful applicant would join a small team of specialty-based educational co-ordinators and would be responsible for the development, co-ordination and delivery of courses to address the educational needs of those involved in the delivery of simulation across Scotland.

This post has arisen due to maternity leave.



## **DUTIES OF THE POSTS**

This post offers a unique teaching opportunity, both within this purpose-built facility as well as in a wider educational context in the NHS in Scotland.

Specifically: Research and General Practice Education

## **TEACHING**

The post holder will participate in teaching/delivery of General Practice in the simulation environment.

## **RESEARCH**

The post holder will develop and disseminate valuable findings developed through the use of Simulation. Application of grants to support research will also be expected as part of the role.

## **MANAGEMENT ARRANGEMENTS**

The post holder will report to the Director of the SCSC<sup>HF</sup> and Clinical Education Manager.

## **SALARY**

This is a part-time, fixed term position based on a 2.5 PA appointment and the salary is in accordance with the nationally agreed salary scales. Dependant on the successful applicant's host Health board, a cross charge will be applied to NHS Forth Valley on a pro-rata basis.

## **BASE**

The post holder will be based in the SCSC<sup>HF</sup> at Forth Valley Royal Hospital. Office accommodation will be provided and the postholder will have full access to Centre's Resource Room and IT facilities.

The posts are funded by the SCSC<sup>HF</sup> through NHS Forth Valley and is a 9 -month appointment for maternity leave cover.

## **ANNUAL LEAVE**

Annual leave is in accordance with the nationally agreed level (pro rata)

## **QUALIFICATIONS AND EXPERIENCE**

The post holders must have current full registration with the GMC.

## **JOB REVISION**

This job description should be regarded only as a guide to the duties required and not definitive or restrictive in any way. It may be reviewed in the light of changing circumstances following consultation with the post holder. This job description does not form part of the contract of employment.

## **VISITS**

Prospective applicants are encouraged to make arrangements to visit the simulation centre and should contact Dr Julie Mardon, Director, SCSC<sup>HF</sup> by telephoning 01324 567412

## Selection Criteria

### Educational Co-ordinator

#### Lead for Research and Interest in General Practice Education.

Criteria	Essential	Desirable
<b>Qualifications</b>	<ul style="list-style-type: none"> <li>• Appropriate professional qualifications relating to the clinical focus of SBME</li> <li>• Full GMC registration with a licence to practice</li> <li>• Certificate of Completion of Specialist Training (CCT) / Certificate of Eligibility for Specialist Registration (CESR).</li> <li>• Applicants who are within 6 months of achieving CCT at the date, of interview are eligible to apply.</li> <li>• GP Register</li> </ul>	<ul style="list-style-type: none"> <li>• Experience of formal roles relating to UG or PG education: especially in GP</li> <li>• Qualification in context of education e.g. Certificate, Diploma or Masters in Med Ed</li> <li>•</li> </ul>
<b>Prior Experiences &amp; Knowledge</b>	<ul style="list-style-type: none"> <li>• Extensive training and experience in SBME</li> <li>• Knowledge of the governance of UG and PG Medical education</li> <li>• Knowledge and participation in undergraduate and/or postgraduate education</li> <li>• Experience of team working and inter-disciplinary collaboration</li> </ul>	<ul style="list-style-type: none"> <li>• Previous experience of formal role in SBME</li> <li>• Experience of appraisal and learning needs assessment.</li> <li>• Experience in dealing with Trainer and Trainee issues.</li> <li>• Experience of Recruitment and Selection</li> </ul>
<b>Teaching Skills</b>	<ul style="list-style-type: none"> <li>• Enthusiastic and experienced in teaching clinical skills in the workplace or training environment</li> <li>• Experience of simulation based education</li> </ul>	<ul style="list-style-type: none"> <li>• Presentations at local/regional/national meetings in field of education</li> </ul>
<b>Personal Attributes</b>	<ul style="list-style-type: none"> <li>• Excellent written and verbal communication skills</li> <li>• Excellent interpersonal skills</li> <li>• Evidence of ability to present oneself in an organised, professional manner</li> <li>• Evidence of understanding of the importance of team work</li> <li>• Experienced with word-processing and spreadsheet software</li> </ul>	<ul style="list-style-type: none"> <li>• Motivated and able to work autonomously as well as within a small team</li> <li>• Enthusiasm for developing new ideas and taking them to completion</li> </ul>

## Application Process

To apply for this post, please visit the job posting on the NHS Scotland Job Train website.

Please note that applicants not currently entered onto the Specialist Register must be within 6 months of award at the date of interview for the post.

Applicants who are not yet in receipt of a Certificate of Completion of Training (CCT) or Certificate of Eligibility for Specialist Registration (CESR) are required to provide documentary evidence of eligibility to apply when submitting their application.

Please note that applicants not currently entered onto the General Practice Register must be within 6 months of award at the date of interview for the post.

Please quote **reference number 072093** on all correspondence.

Please note the following dates:

**Closing Date: 20<sup>th</sup> October 2021**

**Interview Date: To be confirmed**

Please note that we *do not* accept applications in the form of Curricula Vitae

### **Web Sites of Interest for Candidates**

**Scottish Health on the web :** <http://www.scot.nhs.uk/>

**Scottish Government:** [www.scotland.gov.uk](http://www.scotland.gov.uk)

### **Living & Working in Scotland**

<https://medicaljobs.scot.nhs.uk/working-in-scotland/>