



St George's School of Health and Medical Sciences

City St George's, University of London

Institute of Medical, Biomedical & Allied Health Education

Lecturer in Human Genetics and Genomics

Ref: 504-24-R

JOB DESCRIPTION

Post Title	Lecturer in Human Genetics and Genomics
Grade	Grade 7
Contract type	Permanent
Responsible to	Head of Molecular Biology Section, Centre for Biomedical Education, IMBAE
Accountable to	Head of Centre for Biomedical Education, IMBAE
Responsible for	Delivery of teaching and independent research
Liases with	MSc Genomic Medicine Course Director PgCert Genomic Medicine (online) Course Director BSc/ iBSc/MSci Biomedical Science Programme Director Academic staff

Overall purpose of job

The post holder will be expected to contribute to the academic excellence in teaching, assessment, research, scholarship and administration at City St George's, on the postgraduate Genomic Medicine programmes, **in particular the new PgCert Genomic Medicine (online)**. They will also be expected to contribute to undergraduate teaching across a range of programmes, most likely the BSc/iBSc/MSci Biomedical Science programme.

The post holder will be expected to deliver broad-based teaching across human genetics and genomics and to deliver high quality research, including projects for undergraduate and postgraduate students. Applicants with expertise in any relevant subject area will be



considered; however, cardiovascular genomics and neurological genomics are of particular interest.

We are specifically interested in someone with experience in **distance learning** as the initial primary focus of this job will be to develop and deliver several online modules as part of the new online PgCert Genomic Medicine.

The post holder will be expected to support the strategic aims of City St George's University of London, especially with respect to innovation, effective delivery, interdisciplinary working, excellence in biomedical research, and maximising the quality of the student experience, both within the named programmes and across the wider School.

Main Duties and Responsibilities

The post holder will be expected to:

- Contribute to curriculum delivery, planning and design, preparation, management, student support, and quality assurance activities.
- Support student learning across all curriculum areas for which they hold responsibility, by providing, or ensuring the provision of, accurate and timely information, and delivering high-quality lectures, small-group teaching, self-directed learning assignments and learning resources.
- Support module leads, by providing high-quality assessment items and marking in the curriculum areas for which they hold responsibility, and taking part in blueprinting, standard setting, item analysis and review.

In addition, it is expected that the post holder will assume organisational roles and that the range of their activities will change and expand according to the needs of the programmes. The post holder will be expected to hold a balanced portfolio of activities, drawn from the following:

- Leadership of relevant modules on the Genomic Medicine programme (online and traditional face-to-face version).
- Provision of pastoral and academic tutoring across programmes.
- Delivery of teaching and be responsible for assessments on relevant modules.
- Contributing to the design, production and maintenance of course materials and self-directed learning / revision resources.
- Acting as a Small Group Tutorial (SGT) tutor for Biomedical Science.
- Supervising Biomedical Science Independent Study Projects (ISP).
- Supervising research projects of BSc/iBSc/MSci Biomedical Science and MSc Genomic Medicine students.
- Participating in quality assurance, validation, and related processes.

New Lecturers will normally be expected to take the PG Cert in Health and Biomedical Education and complete Module 1 to pass probation. Other academic staff without a teaching qualification should obtain Fellowship/Senior Fellowship of Advance HE (formerly Higher Education Academy) through the in-house framework (SHINE), or take the PG Cert.

It is expected that staff working with St George's School of Health and Medical Sciences, will be involved in our mentoring and tutoring activities, as appropriate, as well as supporting



admissions, student recruitment and access and widening participation activities (MMI interviews, Open Days, school visits, clearing etc) where applicable. All academic staff are expected to act as a personal tutor.

Research

Although this is a teaching-focused position, maintenance of research activity is encouraged and supported. Joint appointments with Research Institutes are possible for appointees with good publication records and potential for obtaining and sustaining research funding.

Administration

The post holder will be expected to participate in, and contribute to, the general administration and safe running of the Institute. In particular, the post holder will be expected to:

- Adhere to St George's policies and procedures, and ensure that students, junior staff and visitors do likewise.
- Work with the Head of Institute and the Institute Management Team, to ensure successful implementation of strategic plans.
- Work with relevant Course Directors to achieve the strategic and operational aims of the Biomedical Science and Genomic Medicine programs.
- Undertake professional development in line with St. George's annual workload planning and personal review schemes.

You are also expected to undertake other activities appropriate to your grade as directed by your manager. This job description reflects the present requirements of the post. As duties and responsibilities change, the job description will be reviewed and amended in consultation with the post holder from time to time. City St George's, University of London aims to provide opportunities for all its employees to develop the skills required to be successful in their role and to further develop their careers.

St George's School of Health & Medical Sciences, University of London, is committed to the San Francisco Declaration on Research Assessment (DORA) principles.



Person Specification

Criteria	Description	Essential/ Desirable	How it is to be tested
Qualifications	Doctorate in an appropriate discipline (human genetics or genomics or any other clearly relevant area)	E	PQ/AF, CV, SS1
Experience	Experience of teaching in human genetics or genomics	E	AF, CV, INT, SS2
	Experience of creating effective course materials and resources for distance learning.	E	AF, CV, INT, SS3
	Experience as a tutor in small group teaching situations.	E	AF, CV, INT, SS4
	Experience of student assessment.	E	AF, CV, INT, SS5
	Experience as a supervisor of BSc and/or MSc research projects	D	AF, CV
Knowledge/ Skills	Human genetics or genomics for 1 st -3 rd year students (levels 4-6)	D	AF, CV, INT
	Human genetics or genomics for MSc students (level 7)	E	AF, CV, INT, ST
	Good organisational skills and a methodical approach.	E	INT
	Working knowledge of Microsoft Office packages, email and intranet systems and VLEs	E	AF, CV, INT, ST



	Principles of medical/biomedical education.	D	ST
Personal Attributes	Strong interpersonal skills and an ability to build rapport	E	AF, CV, INT
	A willingness to take on a wide range of tasks and to work flexibly	E	AF, CV, INT
	Excellent oral and written communication skills	E	AF, CV, INT
	Highly motivated and enthusiastic	E	AF, CV, INT
	Ability to work on own initiative and meet deadlines	E	AF, CV, INT
	Ability to enthuse students and staff	E	AF, CV, INT
	Helpful attitude and an ability to relate / empathise with students and colleagues	E	AF, CV, INT
	Ability to work effectively in a team and collaborate with colleagues	E	AF, CV, INT

Key:

PQ=Prerequisite Qualification, AF=Application Form, CV=Curriculum Vitae, SS=Selection/Supporting Statements, ST=Selection Test/Presentation, INT=Interview

Note: Elements marked SS (Supporting Statements) in the Person Specification will be highlighted in Step 6 (Supporting Statements) on the online application form. Applicants' answers to Step 6 are an essential part of the selection process. Applicants should write individual supporting statements to demonstrate how their qualifications, experience, skills and training fit each of the elements highlighted in this section.

Applicants should address other elements of the Person Specification in Step 7 (Additional Information). Shortlisting will be based on applicants' responses to Step 6 and Step 7. Therefore, applicants should complete both sections as fully as possible on the online application form.

Updated January 2025



About City St George's, University of London

City St George's, University of London is the University of business, practice and the professions.

City St George's attracts around 27,000 students from more than 150 countries.

Our academic range is broadly-based with world-leading strengths in business; law; health and medical sciences; mathematics; computer science; engineering; social sciences; and the arts including journalism, dance and music.

In August 2024, City, University of London merged with St George's, University of London creating a powerful multi-faculty institution. The combined university is now one of the largest suppliers of the health workforce in the capital, as well as one of the largest higher education destinations for London students.

City St George's campuses are spread across London in Clerkenwell, Moorgate and Tooting, where we share a clinical environment with a major London teaching hospital.

Our students are at the heart of everything that we do, and we are committed to supporting them to go out and get good jobs.

Our research is impactful, engaged and at the frontier of practice. In the last [REF \(2021\)](#) 86 per cent of City research was rated as 'world-leading' 4* (40%) and 'internationally excellent' 3* (46%). St George's was ranked joint 8th in the country for research impact with 100% of impact cases judged as 'world-leading' or 'internationally excellent'. As City St George's we will seize the opportunity to carry out interdisciplinary research which will have positive impact on the world around us.

Over 175,000 former students in over 170 countries are members of the City St George's Alumni Network.

City St George's is led by Professor Sir Anthony Finkelstein.



St George's School of Health and Medical Sciences currently offers a range of employee benefits:

Salary: **£50,694** pa, (pro-rated for part-time staff). The salary range for **Grade 7** is **£50,694 – £60,321** and appointment is usually made at the minimum point.

Hours: 35 hours per week which can be done flexibly in various ways or part time/job share can also be considered. Staff are expected to work the hours necessary to meet the requirements of the role and this will be dependent on the service area.

Annual leave: 30 days per annum. Plus eight UK public holidays and four days when City St George's, University of London is closed (usually between Christmas and New Year). Part time staff receive a pro rata entitlement.

Pension: Membership of competitive pension schemes with generous employer contribution and a range of extra benefits.

[Superannuation Arrangements of the University of London \(SAUL\)](#)

[London Pension Fund Authority \(LPFA\)](#)

[Universities Superannuation Scheme \(USS\)](#)

[National Health Services Pension Scheme \(NHSPS\) \(existing members only\)](#)

Flexible working Flexible working, including part-time or reduced hours of work, opportunities to work from home for many posts, compressed hours and local flexibility in agreeing start and finish times of work.

Travel City St George's, University of London offers an interest free season ticket loan and participates in the [Cycle to Work Scheme](#).

Gift Aid If you would like to make a tax-free donation to a charity of your choice, this can be arranged through our Payroll.

Sports and Leisure Facilities Rob Lowe Sports Centre, situated on the St George's Healthcare NHS Trust site offers exercise facilities that can be utilised by City St George's, University of London staff.

Within walking distance from St George's is Tooting Leisure Centre. Facilities include a swimming pool, gym and various exercise classes. The Centre offers staff an all-inclusive corporate membership. For more information please contact [Tooting Leisure Centre](#).



Shops and facilities There are a number of shops and facilities situated on site including ATMs, student bar and shop, Pret a Manger, M&S Simply Food store, library and multi-faith room.

Informal enquiries

Informal enquiries may be made via email to Dr Kate Everett: keverett@sgul.ac.uk

Making an application

All applicants are encouraged to apply on line at <http://jobs.sgul.ac.uk> as our system is user friendly and the online application form is simple to complete. Please note that CVs only will not be accepted.

For any accessibility issues please contact hrhelp@sgul.ac.uk

Closing date: **31 January 2025**

Interview date will be the week commencing TBC. As shortlisted candidates will be notified by email, it is imperative that you provide an email address that is accessed frequently.

Please quote reference **504-24-R**

We are delighted that you are interested in working at St George's School of Health and Medical Sciences. You will be notified of the outcome of your application by email. We aim to respond to all candidates within 5 weeks of the closing date of the vacancy.

