



School of Health and Medical Sciences

City St George's, University of London

Institute of Medical & Biomedical and Allied Health Education

Lecturer/Senior Lecturer in Clinical Communication

Ref: 420-25

JOB DESCRIPTION

Post Title	Lecturer/Senior Lecturer in Clinical Communication
Grade	Grade 7 or 8 (depending on experience)
Contract type	0.7 FTE Permanent
Responsible to	Head of Clinical Communication
Accountable to	Head of Centre for Clinical Education and ultimately to the Executive Dean for the School of Health and Medical Science
Responsible for	Development and delivery of clinical communication and diversity teaching and assessment
Liaises with	n/a

Overall purpose of job

To work in the Clinical Communication team which develops, coordinates and delivers the clinical communication teaching and assessment for medical students on both the 5-year and 4-year programmes of MBBS.

To facilitate medical students in developing their clinical communication skills, to be able to interact effectively with patients, relatives, carers and colleagues in an inclusive, patient-centred and holistic manner (our mission statement).



1. Main Duties and Responsibilities

Contributing to the development, administration and delivery of the clinical communication skills curricula to medical students on both the 5-year and 4-year programmes of MBBS.

Designing and developing course materials for enhancing student-centred teaching of clinical communication, across the MBBS curricula

Contributing to the development of appropriate assessments (e.g. Clinical Competency Assessment- CCA) for clinical and communication skills as an examiner with expected progression into the role of Responsible Examiner.

Ensuring diversity and inclusivity remain a core feature of our curricula and our teaching.

Building and developing scholarship around the area of clinical communication.

Examples of specific tasks:

- *Developing and delivering clinical communication teaching to small and medium size groups of MBBS students, face-to-face and remotely.*
- *Developing and delivering clinical communication teaching to individuals or pairs of MBBS students within the clinical environment*
- *Involvement in CCA station writing, marking and assessment of students across the MBBS curriculum*
- *Contributing to the selection and training of tutors and simulated patients*
- *Contributing to the academic support programme delivered by the Clinical Communication team*
- *Contributing to the administrative tasks of the Clinical Communication team, working with members of the administrative support team*
- *Contributing to the recruitment and selection of students for the MBBS programme, e.g. participating in open days, MMI's and offer-holder days*
- *Carrying out scholarship as appropriate to the job*

All academic staff at the School of Health and Medical Sciences are expected to act as a personal tutor and contribute to teaching. This includes research project supervision (undergraduate and Master's level), lecturing, small-group teaching and assessment. The ratio of these may vary across academic staff.

Academic staff without a teaching qualification are normally expected to obtain Fellowship/Senior Fellowship of Advance HE (formerly Higher Education Academy) through the in-house framework (SHINE), or take the PG Cert in Health and Biomedical Education. New Lecturers without Advance HE Fellowship or a PG Cert are required to complete four core workshops in EduFocus to pass probation at the end of their first year.

Academic staff are also expected to represent the School of Health and Medical Sciences at academic events and assist with fund raising activities, as requested.



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.

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 the 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.

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.

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

2. Nature and Scope of Job

The Clinical Communication team work closely with the Clinical Skills team and other (clinical) academics in the Centre for Clinical Education, to ensure alignment of the Clinical Communication teaching with other aspects of the MBBS curriculum.

There are close links with clinical teachers from St George's Hospital Trust; and there is scope for development with our Partner Trusts and our Clinical Teaching Fellows. Whilst the majority of the teaching takes place in the Medical School setting, some teaching is delivered on the wards in the clinical environment.



Person Specification

Criteria	Description	Essential/ Desirable	How it is to be tested
Qualifications	An Honours degree	E	AF
	A higher degree and/or other relevant health professional qualification	E	AF
	Teaching qualification at Higher Education level or equivalent	D	AF
Experience	Teaching in small groups to healthcare professionals	E	SS1, INT
	Experience of teaching and/or assessment of clinical communication in a healthcare setting	E	SS2, INT
	Experience of working with simulated patients/actors in teaching and/or assessment	E	SS3, INT
	Experience of developing and delivering remote skills-based teaching ie. Familiarity with platforms such as MS Teams, Canvas, Panopto, etc.	D	AF
	Scholarship/Research experience	D	AF
Knowledge/ Skills	The theory underpinning effective communication	E	INT
	Teaching and learning pedagogy in Higher Education	D	INT
	Understanding of diversity and inclusivity in medical education	E	INT
	Experience in effectively giving constructive feedback	E	ST

	Facilitation skills	E	AF
	Excellent interpersonal skills, including verbal and written communication skills	E	AF, ST
	Well-developed organisational and administrative skills	E	AF
	Competent use of Microsoft Office tools, incl. PowerPoint, Excel, Word, MS Teams	E	AF
Personal Attributes	Ability to work effectively in a multidisciplinary team and use own initiative	E	SS4
	Ability to prioritise own work and problem solve cooperatively	E	INT
	Leadership skills with the ability and confidence to motivate and inspire others	E	INT
	Willingness to learn	E	INT
	Precision and attention to detail	E	INT
	Enthusiasm and stamina	E	INT

Key:

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.*

3. Organisation chart

This postholder forms part of the Clinical Communication team, which sits within the Centre for Clinical Education, within the Department of Medicine.

Date: May 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.



The School of Health and Medical Sciences currently offers a range of employee benefits:

Salary:	<p><u>Lecturer</u> £51,039 pa, (pro-rated for part-time staff). The salary range for CSG 7 is £51,039 – £60,907 and appointment is usually made at the minimum point.</p> <p><u>Senior Lecturer</u> £62,728 pa, (pro-rated for part-time staff). The salary range for CSG 8 is £62,728 – £70,579 and appointment is usually made at the minimum point.</p>
Hours:	<p>24.5 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.</p>
Annual leave:	<p>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.</p>
Pension:	<p>Membership of competitive pension schemes with generous employer contribution and a range of extra benefits.</p> <p>Superannuation Arrangements of the University of London (SAUL)</p> <p>London Pension Fund Authority (LPFA)</p> <p>Universities Superannuation Scheme (USS)</p> <p>National Health Services Pension Scheme (NHSPS) (existing members only)</p>
Flexible working	<p>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.</p>
Travel	<p>City St George's, University of London offers an interest free season ticket loan and participates in the Cycle to Work Scheme.</p>
Gift Aid	<p>If you would like to make a tax-free donation to a charity of your choice, this can be arranged through our Payroll.</p>
Sports and Leisure Facilities	<p>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.</p>

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 Angela Kubacki, Head of Clinical Communication: akubacki@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: **Monday 26 May 2025**

Interview date 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 **420-25**

We are delighted that you are interested in working at City 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.

