



UNIVERSITY OF LEEDS

CANDIDATE BRIEF

Project Officer in Learning Technology and Health Education

Faculty of Medicine and Health



Salary: Grade 7 (£33,797 to £40,322 pro rata per annum)

Reference: MHIME1113

Closing Date: 15 December 2019

60% fte for 12 months

We are happy to consider job share applications and are committed to flexible working for all our employees.

Project Officer in Learning Technology and Health Education, School of Medicine

Are you interested in using your experience and skills in an innovative healthcare education and research environment? Are you enthusiastic about being part of a team researching and evaluating Learning Technology for professional Medicine and Healthcare education and training at a National level? Do you have excellent communication and organisational skills, and experience of implementing technology for research, teaching, learning and assessment activities?

The Leeds Institute of Medical Education (LIME) provides high quality education through its portfolio of Undergraduate (Medical, Intercolated and Classified) and Taught Postgraduate programmes of study that allow students to learn within a supportive and intellectually exciting environment. LIME has key links with the NHS Health Education England Technology Enhanced Learning (TEL) programme to ensure co-ordination between undergraduate education and training and the NHS professional education and training programmes.

You will play a key role in the LIME TEL team developing an academic partnership between the University and NHS Health Education England. You will work with the NHS HEE TEL programme to introduce academic and research methods in to their Technology based education and training developments and use them to evaluate specific programmes. The key focus of this role is to: (i) coordinate the delivery of an international consensus report on use of Immersive Technologies in healthcare(ii) develop methods of evaluating the return on investment (ROI) of TEL developments and (iii)evaluate new technological directions through Horizon Scanning education and training technologies.

With an understanding of the Higher Education teaching and learning context and the NHS Healthcare professional education process plus an interest in working in a research and evaluation environment you will engage with a wide range of stakeholders in both the University and the NHS. Strong initiative and organisational skills are required for working with interdisciplinary teams on research and evaluation projects.



These projects will focus on the challenges of using learning technologies to enhance the training of a future medicine and healthcare workforce in line with the recommendations of the Topol Review. You will ensure that LIME and the Faculty of Medicine and Health are a critical friend to the TEL programme in Health Education England.

Possessing expert knowledge of both undergraduate, postgraduate and professional education and an ability to evaluate TEL resources, you will help to ensure that new learning technologies and programmes can be evaluated with academic rigour and enable NHS HEE to identify where these new technologies are able to satisfy the requirements of NHS workforce education. This will drive workforce education plans being developed following the TOPOL Review which will need innovative and highly scalable education and training methods.

You will also use your expertise to provide support and guidance to other members of the team, sharing your expertise and supporting others to develop new skills.

You will work collaboratively with colleagues across the School, Faculty and NHS Health Education England to help deliver high quality resources and evaluation to both student and professional healthcare staff.

Ensuring best practice and a co-ordinated approach, you will bring enthusiasm and excellent communication skills to ensure staff and students are properly informed and trained.

What does the role entail?

As Project Support Officer for the NHS HEE / LIME Academic Partnership your main duties will be to:

- Lead and co-ordinate the implementation of a strong academic partnership between Health education England TEL Programme and the Leeds Institute of Medical Education.
- Provide a key liaison and engagement with members of NHS Health Education England and the NHS professions, linking NHS HEE staff with the appropriate staff within the University of Leeds.



- Provide leadership in identifying the key projects and programmes that HEE and LIME will focus resources and effort to support the development of technology enhanced learning resources. These projects will cover Immersive Technologies for Medical and Healthcare education; methods of evaluating the Return on Investment (ROI) of TEL programmes; and contribution to the Horizon Scanning process of identifying future direction of Learning Technologies.
- Provide regular reporting to the steering group for the Academic Partnership.
- Develop and communicate LIME's leadership role within Medical and Healthcare Education.
- Use your own research and educational experience to establish the programmes of work with HEE and contribute to specific areas of development and evaluation where appropriate.
- Use your leadership skills and Healthcare experience to ensure LIME and the University of Leeds are a critical friend to the Health Education England team.
- Be aware of National and International developments within the field of Learning Technology, especially for the Healthcare professions.
- Align any work undertaken with the outcomes and direction of the TOPOL review – “Preparing the healthcare workforce to deliver the digital future”
- Work with HEE to publish the outcomes of any work in relevant Healthcare Education journals.

These duties provide a framework for the role and should not be regarded as a definitive list. Other reasonable duties may be required consistent with the grade of the post.

You will report to Dr Suzanne Bickerdike, Co-manager, LIME TEL team.

What will you bring to the role?

As Project Officer you will have:

- A commitment to high quality engagement with medicine and healthcare partners in the NHS.
- Experience and knowledge of the education and training needs of healthcare students, trainees and professionals



- Experience of implementing technology for research, learning and assessment activities;
- Effective interpersonal skills including the ability to liaise and collaborate successfully with colleagues at different levels and across organisations;
- Effective presentation and report writing skills including attention to detail and accuracy;
- Excellent communication skills including the ability to enthuse colleagues and communicate challenging concepts;
- Evidence of a pro-active problem solving approach to work which has contributed to successful project implementation;
- Ability to manage time effectively, prioritise workload and work to tight deadlines;
- Demonstrable experience and interest in the application of new technologies to deliver research and education.

You may also have:

- Experience of working on and publishing the outcomes of projects in the area of Technology Enhanced Learning for healthcare delivery

How to apply

You can apply for this role online; more guidance can be found on our [How to Apply](#) information page. Applications should be submitted by **23.59** (UK time) on the advertised closing date.

Contact information

To explore the post further or for any queries you may have, please contact:

Gareth Frith, Technology Enhanced Learning Project Manager

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Email: g.s.frith@leeds.ac.uk



Additional information

The Technology Enhanced Learning team works closely with the University's central IT service, information and learning and teaching services and local NHS IT services and clinical staff to ensure all staff and students have access to high quality services and support whenever and wherever they need them. The team has an established reputation for producing innovative and quality digital learning resources.

Find out more about the [Faculty of Medicine and Health](#) and the [Leeds Institute of Medical Education](#) within the [School of Medicine](#).

Find out more about [Athena Swan](#) in the School of Medicine and the work being undertaken to improve gender equality.

Working at Leeds

Find out more about the benefits of working at the University and what it is like to live and work in the Leeds area on our [Working at Leeds](#) information page.

Candidates with disabilities

Information for candidates with disabilities, impairments or health conditions, including requesting alternative formats, can be found on our [Accessibility](#) information page or by getting in touch with us at disclosure@leeds.ac.uk.

Criminal record information

Rehabilitation of Offenders Act 1974

A criminal record check is not required for this position. However, all applicants will be required to declare if they have any 'unspent' criminal offences, including those pending.

Any offer of appointment will be in accordance with our Criminal Records policy. You can find out more about required checks and declarations in our [Criminal Records](#) information page.

