



Academic Post in Clinical Competencies

ROLE DESCRIPTION

Job Title:	Lecturer/Senior Lecturer in Clinical Competencies
Reports To:	Dean, Perdana University RCSI School of Medicine (Professional) RCSI Lead for Clinical Competencies (subject area)
Department/Branch:	Clinical Competencies
Effective Date:	ASAP
Tenure:	Whole time / 2-year appointment initially Two half-days / week clinical activity may be permitted Part-time options may be available

OBJECTIVE OF THE POST

The objective of this post is to assist in the delivery of a quality-teaching programme at Perdana University - RCSI School of Medicine (PURCSI), which will meet the exacting standards set by RCSI and the expectations of the Malaysian Qualifications Agency and Malaysian Medical Council, as well as the Irish Medical Council.

- This academic post is an essential requirement to support the RCSI Lead in Clinical Competencies in achieving this objective.
- The post-holder will participate in the development, direction, teaching, facilitation, assessment of the undergraduate medical teaching programmes at PURCSI in Clinical Competencies.

Note: The appointment will be made at an appropriate academic level. The level of appointment will be determined by the requirements of PURCSI curriculum delivery and the experience, qualifications and research track records of the successful applicant.

Background:

Perdana University RCSI established the Department of Clinical Competencies in July 2011 with the appointment of an PURCSI Lead, recognising the importance of Clinical Competencies in the RCSI Undergraduate medical curriculum and as a pillar of the Medical Graduate Profile (MGP) of RCSI and PURCSI.

The PURCSI Lead in Clinical Competencies is responsible for adapting and developing the RCSI curriculum to meet the needs of delivering the undergraduate medical curriculum in Malaysia. This unique curriculum will draw on and apply the best of international and national medicine and allied specialties teaching methods.

The Perdana University RCSI Department of Clinical Competencies will have a strategic role and will collaborate with other Discipline Leads and Cycle Directors in the development and delivery of the Junior Cycle (JC), Intermediate Cycle (IC) and Senior Cycle (SC) programme.

The post-holder will support the Lead, and will have the opportunity to develop, lead on and support area(s) of research to promote the status of Perdana University within the broad ambit of RCSI's and PURCSI's remit for the Discipline of Clinical Competencies and allied specialties and health services research in Malaysia.

SPECIFIC ACCOUNTABILITIES

1. Contributing to the development, facilitation and delivery of the undergraduate medical school teaching programme in Clinical Competencies and allied specialties.
2. Delivering the PURCSI curriculum at Perdana University including lectures, tutorials, practical activities and assessment in Clinical Competencies for undergraduate students at Perdana University RCSI.
3. Liaising closely with the Dean and Deputy Dean PURCSI, and RCSI Lead in Clinical Competencies regarding curriculum development, teaching programmes and assessments.
4. Assist the Academic Lead in Clinical Competencies in delivering the Junior Cycle (JC) and Intermediate Cycle (IC) Clinical Competencies programme. This includes, but is not limited to:
 - Sharing the teaching workload, including lectures and small group tutorials in clinical skills sessions.
 - Simultaneous teaching in clinical skills will involve both academic staff due to the requirement of the clinical competencies curriculum and group size restrictions. This will be a greater requirement than previously, due to the distancing requirements imposed by the MOHE and MOH.
 - Planning teaching sessions including liaison with pre-clinical and clinical colleagues at Wisma Chase Perdana main campus to schedule teaching activities at the clinical skills unit.
 - Conducting clinical skills training and standardisation sessions for pre-clinical and clinical colleagues before each clinical skills session.
 - Conducting briefing and de-briefing sessions for students before and after each clinical skills session.
 - Preparing and conducting video recording communication skills sessions for Junior Cycle (JC) and Intermediate Cycle (IC) students.
 - Training of simulated patients for clinical skills sessions.
 - Preparing for clinical skills teaching sessions including liaison with the Managers for the Anatomy Lab, MDL and Clinical Skills unit for venue, equipment and simulated patient bookings.
 - Liaison by e-mail and TC/VC with relevant RCSI Dublin Academic Departments which will involve evening work (due to time differences)
 - Attend and participate in Departmental meetings, Junior Cycle and Intermediate Cycle committee meetings, Module Board, Examination Board, Medical Faculty Board and University Town Hall meetings.
 - Preparing and carrying out End of Semester and End of Year assessments, including OSCE question writing, standard setting, and the grading of examinations, papers and projects, recruiting patients/simulated patients, clinical and external examiners, marking and providing 1:1 feedback for students.

- Preparing and carrying out End of Semester Supplemental (resit) assessments, including OSCE question writing, standard setting, and the grading of examinations, papers and projects, recruiting patients/simulated patients, clinical and external examiners, marking and providing 1:1 feedback for students.
 - Preparing for OSCE assessments including liaison with simulated patients, clinical skills nurses and examination unit at Perdana University and RCSI Dublin.
 - Training of simulated patients for OSCE assessments.
 - Marking student continuous assessment (reflective writing) in IC3 and providing feedback.
 - Marking student continuous assessment in IC1, IC2 and IC3 practical skills and providing feedback.
 - Attendance at Module Board and Examination Board meetings with RCSI Dublin, which will involve evenings (due to time differences)
 - Working closely with the Clinical Skills and Simulated Patient Co-ordinator at Clinical Skills Unit to ensure efficient administration of the programme.
 - Monitoring and evaluating student attendance and achievement and keeping accurate records to ensure that performance levels are comparable to other RCSI teaching sites.
 - Prepare Quality Improvement Plans in response to student evaluations provided by RCSI Dublin Quality Enhancement Office according to the timelines provided.
 - Providing a summer remediation programme for students required to sit for supplementary (resit) assessments.
 - Providing a communication skills remediation programme for students referred by clinical faculty for the remediation of communication skills.
 - Providing support for Lead in the arrangement of Heart Saver (HS), Basic Life Support (BLS) and Advanced Cardiac Life Support (ACLS) courses.
 - When not engaged in teaching related work, to pursue research activity and the production of impactful presentations and publications to learned publications and the general media
 - Supervising Perdana University undergraduate students undertaking summer research projects and postgraduate research students.
 - Providing cover for the Lead in the case of sickness absence or annual leave, so that there is always someone available to provide advice for students and staff (note: annual leave can only be approved for academic staff during teaching weeks in exceptional circumstances).
5. Contributing to the examination and assessments of PURCSI, including the grading of examinations, papers and projects.
 6. As appropriate, assist the Dean and RCSI Lead in Clinical Competencies in developing new courses and curricula required to meet the ever-changing needs in education within the university and community.
 7. Assist the University in preparing a localised programme to succeed the current RCSI Clinical Competencies curriculum (due to commence during academic year 2020 to 2021).

GENERAL ACCOUNTABILITIES

1. Implementing policies and decisions as determined by the Dean, RCSI Lead and the PURCSI Medical Faculty Board
2. Advising, mentoring and supporting undergraduate students and providing advocacy as appropriate
3. Maintaining records to monitor student progress, achievement and attendance
4. Supporting students by participating in the Personal Mentoring system

5. Promoting innovative education technologies as appropriate to support the course content
6. As appropriate pursuing independent research or research collaborations relevant to the undergraduate medical school
7. Preparing subject content for e-learning purposes as requested
8. Ensuring course curricula and materials are kept up-to-date on the VLE (Moodle)
9. Complying with Malaysian statutory legislation and implementing School and Perdana University rules and requirements in furtherance of your own and general staff welfare and safety
10. Representing the best interests of PURCSI, RCSI and Perdana University at all times
11. Performing such other related duties as may be requested from time to time such as: including admission interviews, weekend or evening open days, career fairs, promotional bootcamps and school visits.

KEY PERFORMANCE INDICATORS

1. Successful and timely curriculum delivery according to schedule
2. Student formative and summative assessment performance
3. Annual Personal Professional Development including teaching evaluation, research collaboration and publication and postgraduate activities
4. Contribution to External Accreditation and Regulatory Body reports – Irish Medical Council, Malaysian Qualifications Agency/Malaysian Medical Council
5. Individual KPIs as agreed at annual performance appraisal with the Dean PURCSI.

EDUCATION, EXPERIENCE, SKILLS AND COMPETENCIES

Essential Criteria:

1. The successful candidate must have a basic medical qualification recognised by the Malaysian Medical Council (Schedule 2) AND an appropriate postgraduate qualification in a relevant medical specialty
2. Completion of the relevant specialist training and inclusion in the relevant statutory National Specialist Register, or eligibility for such
3. Evidence of experience in medical education at an appropriate undergraduate and/or postgraduate level
4. Excellent communication and interpersonal skills
5. Evidence of leadership and management skills

6. Sensitivity to the cultural challenges involved in delivering undergraduate education in a diverse multi-cultural environment

Desirable criteria:

1. A higher qualification in a relevant academic discipline in education or research
2. A track record of high-impact publications and research metrics
3. Experience in curriculum development
4. A track record in supervising postgraduate students to Masters and/or Doctorate levels

APPLICATION PROCEDURE:

Please forward by email a letter of application clearly outlining your interest in and suitability for the post, a copy of your curriculum vitae and the contact details, including email address of three referees (referees will not be contacted until after the interview).

Kindly forward the above details to hrrecruitment@perdanauniversity.edu.my

Informal enquiries may be made in the first instance to the Dean, Professor Michael Larvin: michael.larvin@perdanauniversity.edu.my

Closing date: TBA ASAP