

### **FBMH Teaching Opportunity: MB ChB Lead for Semester 4 Test Examination**

To support the Associate Academic Lead for Assessment in years 1 and 2 in the design, delivery and quality assurance of the Semester 4 test (main and resit) within year 2 of the MB ChB Programme. The post-holder will work closely alongside the year 1 / year 2 Teaching & Learning Academic Leads to ensure alignment between assessment and curriculum.

<b>Course / Programme of Study:</b>	MB ChB Medicine (Undergraduate Medicine)
<b>Responsible to:</b>	<p>Associate MB ChB Programme Director (APD) for Assessment</p> <p><b>Key relationships</b>            Associate Academic Lead for Assessment in years 1/2            Academic Lead for Semester 4            Year 2 T&amp;L Lead            Assessment Office personnel</p>
<b>Type and Level of Appointee:</b>	<p>Individuals who already have an Academic substantive appointment at The University of Manchester with relevant experience, at lecturer or above.</p> <p>Interested individuals should speak to their Division Head to discuss applying and gain their agreement before they do so.</p>
<b>Key Responsibilities:</b>	<p>The overall responsibility of the Semester 4 Lead for is to ensure the effective design and delivery of the Semester 4 main and resit examinations to assess learning in line with the requirements of the programme specification and any requirement of the GMC as our external regulator. Specific responsibilities are as follows:</p> <ol style="list-style-type: none"> <li>1. To take responsibility for the Semester 4 Test and Resit Test for year 2 of the MBChB programme.</li> <li>2. In liaison with the Semester 4 Lead and Y1+2 Assessment Lead, to provide high quality assessment content, supporting materials and marking criteria for the year. This will include writing and reviewing questions for the bank and supporting colleagues' question writing efforts.</li> <li>3. Responsible for the design of the annual Semester 4 main exam and resit with question selection from the bank fairly sampling the Semester 4 curriculum ILOs. Note: the Sem 4 exam and equivalent resit is an 125-item Single Best Answer MCQ paper.</li> <li>4. Leading on the internal and external emendation review processes for each Test.</li> <li>5. Following exam delivery, the post holder will analyse exam performance to identify and resolve any areas of concern. The post-holder will assist the Associate Lead for Assessments in assembling a report on these findings.</li> <li>6. To attend year-specific exam boards.</li> <li>7. To assist the Associate Academic Lead for Assessment in years 1/2 in reviewing and resolving student queries or concerns about assessment processes.</li> <li>8. Respond to evaluation &amp; student feedback through the quality assurance processes of the programme</li> </ol>

	<p>9. Undertake reviews after the end of each annual cycle of delivery identifying areas for development and enhancement, taking into account programme requirement, student and examiner feedback.</p> <p>10. Contribute to other programme development and enhancement activities as appropriate and based on your skills and knowledge of the year/programme.</p> <p>11. Contribute to student meetings and events relating to programme/year development and enhancement as requested by the APD for Assessment</p>
<b>Time commitment / hours / dates:</b>	<ul style="list-style-type: none"> <li>• 0.2 FTE ( 1 day a week) annualised but will require variable time commitments across the year.</li> <li>• Appointment for 3 years in the first instance.</li> </ul>
<b>Person Specification</b>	<ol style="list-style-type: none"> <li>1. Biosciences background relevant to the Semester 4 module (Nutrition and Metabolism).</li> <li>2. Knowledge and understanding of the MB ChB programme structure and outcomes</li> <li>3. Commitment to, and enthusiasm for, undergraduate medical education.</li> <li>4. Experience of leadership that is relevant to the roles and responsibilities of the position. Ideally the applicant will have relevant experience in undergraduate education related to assessment design and implementation</li> <li>5. Ability to work effectively with multi-disciplinary teams in an educational context</li> </ol> <p>Essential attributes</p> <ul style="list-style-type: none"> <li>• Academic position in the University of Manchester in an area of relevance to the MBChB</li> <li>• Have an understanding of, or willingness to work towards an understanding of, medical education assessment theory (through continuing professional development)</li> <li>• Able to work with key stakeholders in shaping and being actively involved in the continuous evaluation, development and improvement of MB ChB programme assessments</li> <li>• Good organisational skills with the ability to work alongside administrative staff to ensure effective design and delivery of assessment</li> <li>• Willing to take responsibility for ensuring quality assurance processes are implemented and acted upon</li> <li>• Be collegiate and work to enhancing the experience for students throughout Manchester medical school by improving the quality of learning through the sharing and implementation of good practice</li> </ul> <p>Desirable attributes</p> <ul style="list-style-type: none"> <li>• Postgraduate qualification in Medical Education or Education (PGcert, Diploma or MSc)</li> <li>• Experience in medical assessment processes</li> <li>• Evidence of successful implementation of organisational change and / or quality improvement</li> </ul>
<b>Training and Support:</b>	Support and induction will be provided by the APD for Assessment and the Associate Academic Lead for Assessment in Years 1/2.

<b>Application Details and Recruitment Process:</b>	<p>Shortlisted candidates will be invited to interview.</p> <p>Enquiries about the role should be directed to  Prof Harish Thampy, APD for Assessments  <a href="mailto:Harish.thampy@manchester.ac.uk">Harish.thampy@manchester.ac.uk</a></p> <p>Enquiries about the role should be directed to  Prof Mike Sherratt, Associate Lead for Assessments Years 1 and 2  <a href="mailto:Michael.sherratt@manchester.ac.uk">Michael.sherratt@manchester.ac.uk</a></p>
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### **Further context about the medical programme.**

The MB ChB Programme is based on an integrated curriculum with Years 1 and 2 delivering the basic sciences that underpin the foundations of medicine and includes early clinical experience. Years 3 and 4, build on these foundations and emphasise learning through clinical experience in NHS based clinical placements. The final year of the Programme integrates the learning of the previous 4 years and prepares the students for practice. During the Programme students undertake areas of in depth study, through the Personal Excellence Pathway and student selected clinical placements, and may choose to do additional intercalated degrees. The University of Manchester also offers a pre-med foundation programme which is delivered collaboratively with a local FE college. Students are educated both in the University and in NHS Trust and community-based organisations across the North West of England. During Year 1 and 2, the learning is largely University based. For Years 3-5 of the Programme, students are based in one of four Clinical Education Campuses (CECs), which act as hubs through which the programme is organised and delivered, with rotation to placements in other linked Clinical Education Providers in hospital and community.

The MB ChB Programme delivers a range of learning outcomes in order to meet University degree requirements and align with and satisfy the outcomes and competencies described by the General Medical Council (GMC). Students are required to develop and demonstrate these competencies to the standards required by the GMC to achieve a primary medical qualification and practise as newly qualified doctors in the NHS on graduation.