

JOB DESCRIPTION

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| Job Title: | Technician – Clinical Skills and Simulation |
| Department: | Department of Health c/o School of Health, Sport and Food |
| Contract: | Full-time, permanent |
| Salary Range: | £24,174 - £26,341 |
| Salary Grade: | SS3 |
| Report To: | Head Of Department |
| Job Purpose: | <p>To provide technical and IT support for the University's Skills and Simulation suites</p> <p>The role will involve identifying, ordering, set-up and maintenance of all the training equipment to support Clinical Skills Delivery and simulation training and assessment</p> <p>The post holder will work closely with the teaching and assessing team and other relevant colleagues in the University</p> |
| Main Duties & Responsibilities: | <ol style="list-style-type: none"> 1. Work with the teaching delivery team to ensure the Clinical Skills and Simulation suites offer the optimum learning environment, and are appropriately and efficiently utilised. 2. Ensure each piece of equipment is fit for use and meets all safety requirements including regular supplier maintenance and cleaning. 3. Ensure all disposable stock is controlled and sufficient for the planned activities and re-order as required following the departmental procedures. 4. On review of the schedule, set-up, support the use of, and tidy away all equipment used. 5. Provide technical support for scenario based high-fidelity simulation training including troubleshooting, with the administrative support as required. 6. Prepare and utilise camera technology and recording equipment as required 7. Undertake demonstrations of equipment use as required |

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| | <p>including the induction of new staff.</p> <ol style="list-style-type: none"> 8. Undertake a monthly audit to ensure the equipment and resources available are appropriate and meet the needs of the students – to feedback into departmental meetings. 9. Develop and maintain relationships with suppliers/company representatives to ensure the most appropriate equipment is identified for the use of the students. 10. Participate fully in Department/University activities, including attendance at relevant meetings, boards and committees, as well as recruitment, admissions and assisting in the interviewing of potential students. 11. Undertake clinical/simulation activities in accordance with the Department policy, including personal clinical/simulation updating. 12. To attend meetings, training sessions and events that will encourage the development and growth of the programme providing feedback to the teaching team and head of department. 13. To ensure practice is in line with the requirements of the General Data Protection Regulations. 14. To commit to upholding the principles of Safeguarding and the PREVENT agenda. 15. Any other duties commensurate with the nature and grade of the post. |
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PERSON SPECIFICATION

| Post: | Technician – Clinical Skills and Simulation | Weighted criteria |
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| Experience: | | |
| 1 | Work experience within an IT / technical workplace | |
| 2 | Knowledge of simulation / VR and IT equipment | |
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| Skills & Abilities: | | |
| 6 | Skilled in the use of technology, IT, Audio-Visual and camera technology with an application to teaching. | |
| 7 | Ability to work as part of a team and independently. | |
| 8 | Excellent verbal, IT and written communication skills with sound organisational and administrative skills, with a proven ability to respond to deadlines | |
| 9 | Attention to detail and take responsibility for own actions | |
| 10 | Ability to motivate self and others and facilitate learning amongst a diverse range of students and staff | |
| Education & Qualifications: | | |
| 11 | Evidence of post-16 study success i.e. A-Levels, BTEC, FdA degree or similar in a related field | |
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| Training & Professional Development: | | |
| 16 | Record of relevant professional development, and willingness to engage in any further training deemed necessary. | |
| 17 | Understanding and knowledge of current health, safety and hygiene legislation | |
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| Other: | | |
| 21 | Flexible approach to work including a willingness to work occasional evenings and weekends. | |
| 22 | An understanding of the principles of Safeguarding and the PREVENT agenda in the context of further and higher education. | |
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