

Clinical Skills Support Technician

We are seeking an enthusiastic and inspiring team player to fulfil a unique role within the Institute of Health and Society.

Students studying health related courses, including Nursing, Midwifery, Paramedic Science, Occupational therapy, Physiotherapy, Physician Associate and Advanced Clinical Practice are taught the skills they need to deliver safe and effective care through practicing in a simulated environment. The Institute has a state of the art skills and simulation centre that includes hospital, therapy and home environments that are designed to mimic real life settings so that students can practice in realistic healthcare surroundings.

This post would be suitable for a graduate looking to undertake work experience in a setting that provides a number of transferable skills and provides training for the role.

The post holder will work in collaboration with the Clinical Skills Technicians to ensure that the simulation suites are prepared in readiness for teaching purposes. This will include the set-up of clinical equipment as specified by course teams and the use of the SMOTS video recording system. The role requires an individual who can prioritise tasks, deal with competing agendas and has the ability to work both independently and within a small team.

For an informal discussion, please contact Robert Dudley: Deputy Head of the Institute by email to r.dudley@worc.ac.uk or one of our Clinical Skills Technicians, by phoning 01905 855368 or by email to

clinicalskills@worc.ac.uk

Closing date: Sunday 08 Oct 2017

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Job details

Salary	Band 4, £18,776 to £20,989 per year
Hours	Full time, 37 hours per week
Start	As soon as possible
Duration	Fixed Term Contract - 2 years
Responsible to	Deputy Head of Institute of Health and Society/Head of Nursing and Midwifery
Responsible for	N/A
Interview date	To be confirmed

Institute of Health and Society

[Explore the Institute of Health and Society](#)

“The University is a leading innovator in the fields of health and social care”
Dr Jan Quallington, Head of Institute

Meet the team

Background

Clinical skills and simulation environments provide a safe setting for the teaching and learning of practice related skills. It enables students to develop and maintain competence in a range of skills, thereby promoting quality patient care. Skills and simulated learning is highly regarded by students and fulfils an essential regulatory requirement in the development of competent healthcare graduates.

The Institute of Health & Society is the largest Institute within the University and provides clinical simulation training across a wide range of health care disciplines.

In conjunction with course teams from across the University, the post holder will help to facilitate the safe and efficient running of the clinical skills and simulation centre in accordance with legislation, policies and procedures for maintaining own and others health, safety and security.

Main duties

1. In collaboration with the Clinical Skills Technicians, work as part of a team to prepare and maintain the simulation suites in accordance with teaching requirements.
2. Prepare equipment and consumable requests, as required by course teams.
3. Ensure that equipment is cleaned and stored in a tidy manner and that regular maintenance of specified equipment is carried out.
4. Provide administrative support to both staff and students as per individual course requirements, including answering telephone queries and responding to enquiries via email.

5. To assist in the recording and editing of simulated training activities on audiovisual equipment.
6. Maintain effective scheduling of the teaching rooms in the clinical skills and simulation centre, in collaboration with the Clinical Skills Technicians.
7. Adhere to risk assessment policies of clinical skills and simulation suites and ensure that equipment meets health and safety standards.
8. Ability to work flexibly as a staggered shift pattern is in operation. Occasional weekend work is required.
9. Ability to travel between university campuses.
10. Maintain personal and professional development and participate in appropriate training activities.
11. To carry out administrative activities, as required by the role.

Physical requirements: This post involves frequent lifting, moving and handling of bulky and heavy skills equipment, for example, hospital beds, manikins and task trainers. Manual handling training will be provided.

*Maintain personal and professional development to meet the changing demands of the job; participate in appropriate training activities and encourage and support staff in their development and training.

*Take steps to ensure and enhance personal health, safety and well being and that of other staff and students.

*Carry out these duties in a manner that promotes equality of opportunity and supports diversity and inclusion, and takes into account the University's commitment to environmentally sustainable ways of working.

Person specification

Person Specification:

Please provide evidence of how you meet each of the essential criteria.

Essential Criteria

1. Excellent interpersonal and communication skills. The post holder will need the ability to communicate confidently and clearly, to a wide range of people both orally and in writing.
2. Ability to maintain good working relationships across teams.
3. The ability to demonstrate good organisational skills and the ability to respond rapidly to change and deal with competing priorities.
4. Ability to work within the University ICT policy using outlook, email systems and Microsoft word.
5. Must be flexible, co-operative and helpful, with an ability to work with others in a team to achieve objectives, whilst appreciating own strengths and weaknesses.
6. Ability to manage self and prioritise workload.
7. Ability to lift and handle heavy clinical equipment and transport in a safe manner.
8. Demonstrate a willingness to learn how to, safely and confidently, operate a range of technical equipment.
9. The ability to work flexibly including evenings, early morning and occasional weekend work.
10. Ability to deal with confidential and sensitive issues in a discreet and tactful manner.

Desirable Criteria

1. Experience of working within a HE setting.
2. Educated to Diploma or Degree level.
3. Understanding of COSHH regulations and risk assessment.
4. Experience of working within a skill or simulated learning environment.
5. Experience of working in a clinical environment.

Applications from Non EEA Workers:

Prospective applicants are advised to ensure that they are eligible to work in the UK without restriction.

Prospective applicants in points-based system immigration routes should assess their circumstances against the published criteria, which are set out on the GOV.UK website at

www.gov.uk/browse/visas-immigration . Visit www.naric.org.uk/visasandnationality for more information on how you can use a qualification from outside the UK to meet the requirements of the immigration rules.

Unspent convictions, cautions and bind-overs

The University is strongly committed to the fair treatment of its staff and potential staff, regardless of race, gender, religion, sexual orientation, responsibility for dependants, age, physical/mental disability or offending background.

In line with the University's policy on the Recruitment of People with a Criminal Record, shortlisted candidates are required to provide information of any unspent convictions, cautions and bind-overs. Applicants are advised to seek independent advice if there is any doubt about the status of a previous conviction, caution or bind-over. Disclosures will only be considered at the point when an offer of employment is made. The existence of a criminal record will not in itself prevent you from gaining employment.

This is a description of the job as it is presently constituted. This job description is intended to enable a flexible approach to be offered working across the University as required. It is subject to review and amendment in the light of changing needs of the University and to provide appropriate development opportunities. Members of staff are expected to participate fully in discussions about changing requirements and it is the University's aim to reach agreement to reasonable change. If agreement is not possible, it reserves the right to require changes to the job description after consultation with the individual concerned.

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