

## Job Description



Staffordshire University Services Ltd

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|------------------------|---|
| <b>Job title</b>       | Technical Specialist (Simulation)                           |
| <b>School/Service</b>  | Technical Services  |
| <b>Normal Workbase</b> | Stafford campus (Shrewsbury and Stoke Campuses as required) |
| <b>Tenure</b>          | Permanent   |
| <b>Grade/Salary</b>    | Grade 6   |
| <b>FTE</b>             | Full-Time, 37 hours per week/ 1.0 FTE                       |
| <b>Date prepared</b>   | February 2021   |

### Job Purpose

To provide assistance across a range of technical provision supporting the teaching delivery, student learning, research and enterprise work in the area of Simulation Based Education within Healthcare and across other technical areas as required.

### Relationships

Reporting to: Technical Services Manager – Health & Clinical Skills  
Responsible for: No line management responsibility

### Main Activities

- To provide effective high-level clinical and specialist technical instruction, support and advice to staff and students across a range of Simulation Based Education technologies and Clinical Skills practice.
- To work independently and/or alongside other colleagues in delivering detailed simulation inductions, core and advanced simulation skills sessions and to provide superb student supervision and guidance.
- To provide specialist advice and guidance in the setting up of simulation technologies for timetabled teaching sessions, open access, research, open days, schools and colleges, offer holder, as well as all STEM/Outreach events.
- To provide and support delivery of training sessions using simulated practice and learning such as clinical skills (part-task trainers), life support, formative & summative assessment or in-situ simulation.
- To create moulage /special effects make-up to apply to the manikins and actors working as simulated patients to enhance the realism and the clinical accuracy of individual scenarios.

- Undertake the scenario coding (programming) and subsequent operation of human patient simulators, part task trainers and other modes of simulation, such as virtual or augmented reality using specific software and hardware to ensure the quality and realism of the simulation is achieved.
- To monitor and undertake all preventative and first line corrective maintenance of standard and bespoke simulation equipment.
- To liaise closely with academic and technical staff in relation to simulation teaching facility developments and technical support requirements.
- To undertake ongoing formal assessment of academic staff competence of using simulation resources and the effectiveness of skills instruction delivery techniques, including verification of understanding and attendance.
- To undertake routine calibration, configuration and operation of specialist and non-specialist technical equipment.
- To develop and maintain handouts or guides on the correct use of specialist technical resources and/or to help demonstrate good skill techniques in relation to these resources.
- To assist in the management of resources including recommendations for improvements.
- To coordinate and assist with the identification of all revenue expenditure and capital investment procurement requirements.
- To undertake ordering/issue of consumable materials, associated stock, storekeeping tasks, and administration of inventories.
- To assist with the planned preventative and corrective maintenance, including problem solving related to specialist clinical skills and patient simulation equipment.
- To identify new simulation technological developments and distribute knowledge within the team, making recommendations and suggestions to the Technical Services Manager on future investment needs within the simulation technical areas.
- To ensure Health and Safety legislation and regulations are adhered to and that simulation technical areas are kept in a safe and orderly state at all times,
- To facilitate the implementation of the university Health and Safety policy and provide advice on safe working practices where applicable.
- To contribute in regular Health and Safety audits and/or inspections, as well as compile suitable risk assessments and Standard Operating Procedures for simulation technical activities as necessary.
- To encourage collaborative work between all technical teams across the University, building strong working relationships and promoting the effective use of simulation resources to ensure any shared objectives are achieved.
- To provide technical support for all healthcare research projects within the school as required.
- To assist with enterprise and commercial work by providing technical knowledge and skills when required and promoting University facilities for enterprise activities.
- To assist in delivery of technical presence / cover when dealing with external consultancy.
- To undertake Continuous Professional Development to ensure a current awareness of developments within Simulation Base Education is maintained.
- To provide support cover across other technical subject areas as required, according to individual technical expertise.

- To proactively engage in and fully support any initiatives introduced to raise the profile of the Health & Clinical Skills technical team and Technical Services.
- To provide support when required on University Open Days, recruitment events, as well as any Simulation based activities, including evening and weekend working.
- The role holder is required to minimise environmental impact in the performance of their role and to actively contribute to the delivery of the University's Environmental Sustainability Policy.
- To undertake other such responsibilities as may reasonably be required.

### Special Conditions

The role holder will be required to travel between sites from time to time in a cost-effective manner, which may be through the use of a car.

There will be a need for the post holder to work evenings and occasional weekends to cover course requirements, marketing and recruitment activities.

### Professional Development

The organisation is keen to support staff in achieving high standards and will expect continuous professional development to ensure up to date knowledge and technical skills in related areas.

### Variation to Job Description

The employer reserves the right to vary the duties and responsibilities of its employees within the general conditions of the Scheme of pay and conditions and employment related matters. Thus, it must be appreciated that the duties and responsibilities outlined above may be altered as the changing needs of the service may require.

### Conditions of Service

If you are successful in being appointed to a professional support role at Grades 1-6, you will be employed by Staffordshire University Services Limited (SUS Ltd).

Staffordshire University Services Limited is a wholly owned subsidiary company of Staffordshire University which provides professional support staff to undertake various roles and responsibilities associated with grades 1 to 6 on the Staffordshire University pay scale. You'll work alongside, and under the direction of colleagues, within the University's Schools and Services in the delivery of our University Plan and supporting KPIs. You will be subject to Staffordshire University's policies and procedures and will be eligible to participate in the Staffordshire University Pension Scheme.

### **Informal Discussion**

Should you wish to discuss this vacancy informally before making an application please contact Graham Preece on 01785 353602 or by email [g.r.preece@staffs.ac.uk](mailto:g.r.preece@staffs.ac.uk)

### **Application Procedure**

We encourage you to apply on-line at our website <http://jobs.staffs.ac.uk> as the system is user friendly and simple to complete.

We would ask all applicants to ensure that they have provided comprehensive information under each criteria in the Supporting Statements section of the application form and, if necessary, add any relevant additional information in the Additional Information Section.