# Job Description

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| **College/Management Unit** | UCD College of Health & Agricultural Sciences |
| **School/Unit** | UCD School of Medicine |
| **Post Title & Subject Area (if relevant)** | Lecturer/Assistant Professor in Pathology |
| **Post Duration** | Permanent |
| **Grade** | Lecturer/Assistant Professor (above the bar) |
| **Job Grading Reference No.** | Not Applicable |
| **Reports to** | Head of School, UCD School of Medicine and/or his/her nominee |
| **HR Reference No.** | 009970 |
| **HR Administrator** | Saoirse Raleigh |

## Position Summary

Applications are invited for the post of Lecturer based in the Biomedical Sciences Section within the UCD School of Medicine. This is a permanent appointment based at the UCD Health Sciences Centre, Belfield.

The post-holder will provide strong, innovative teaching in Pathology, including histopathology, that provides insights into, and understanding of the basic mechanisms of common diseases in humans, and the current diagnostic approaches used in clinical pathology practice. The post holder will deliver this teaching primarily in our Medicine and Radiography Degree Programmes, but also in other related Science degree programmes supported by the School.

The post-holder will develop and maintain a programme of innovation and research that aligns with and supports the School and University strategy in Teaching and Learning and the School and University Research and Innovation Strategy.

The post-holder will have responsibility for student assessment, support and academic guidance in both undergraduate and postgraduate Programmes. The appointee will also undertake roles such as module coordination, participation in examination boards, curriculum review, student mentoring and other activities required to maintain and develop the teaching mission of the UCD School of Medicine. The post holder will supervise student research and innovation activities including both undergraduate projects and postgraduate projects that align with the appointee's research and innovation interests.

**95 Lecturer/Assistant Professor (above the bar) _2013 Salary Scale: €51,807-€79,194 per annum**

Appointment will be made on scale and in accordance with the Department of Finance guidelines.

## Principal Duties and Responsibilities

**Principal Duties and Responsibilities**

The appointee will be expected to assume a central role in in the teaching of Pathology, and closely allied areas, coordinated within curricula that are delivered together with Anatomy, Physiology, Medical Microbiology and Clinical Pharmacology. The appointee will also deliver a programme of innovation and research within the UCD School of Medicine, reporting to the Head of the School of Medicine (and/or his/her nominee).

**Teaching**

The appointee will:

- Utilise a range of appropriate teaching, learning and assessment methods including lectures, tutorials and practical activities to enable teaching and learning of Pathology, including histopathology, integrated with Anatomy, Medical Informatics, Medical Microbiology and Physiology
- Participate in curriculum design, review and evaluation processes.
- Participate in the supervision of undergraduate and postgraduate students. Provide academic counselling and advice to students.
- Participate in the delivery of the courses in a range of degree programmes including, but not limited to, the Medicine, Radiography, BSc Physiology and Biomedical Health and Life Science, and Biomedical Engineering programmes.

**Research and Innovation**

The appointee will:

- Develop and maintain a programme of innovation and research that aligns with and supports the School and University strategy in Teaching and Learning and the School and University Research and Innovation Strategy.
- Initiate collaborative innovative projects with other relevant groups in the UCD School of Medicine and the University
- Participate in, and present the results of, innovation and research at major national and international academic meetings and to disseminate such results by publication in the peer reviewed literature, including digital media and reputable academic book publishers.

**Management & Administration**

- To coordinate Modules delivered by the School in the Medicine, Radiography and related Science programmes to ensure that these programmes are of the highest academic standard and efficiently delivered.
- To represent the Section (Biomedical Sciences) and the School (UCD School of Medicine), as appropriate, on programme, stage and examination Boards.
- To participate in innovation and research activities and supervisory committees, postgraduate assessment panels and other support activities as required that contribute to the education and career development of undergraduate and postgraduate students within the School.
- To support the educational programmes of the School, ensuring high quality delivery of modules, maintaining, developing and transmitting the expertise and techniques that support the innovation and research missions of the School and the University.

**Reporting Line**

The Lecturer in Biomedical Sciences will report to the Head of School, UCD School of Medicine (and/or his/her nominee). For academic purposes within the UCD School of Medicine, the position is part of the Section of Biomedical Sciences, currently led by Professor Paul McLoughlin.

## Selection Criteria

Selection criteria outline the qualifications, skills, knowledge and/or experience that the successful candidate would need to demonstrate for successful discharge of the responsibilities of the post. Applications will be assessed on the basis of how well candidates satisfy these criteria.

Mandatory

Academic and Professional Qualifications

- Medical degree qualification and relevant teaching experience.

Teaching

- The ability to teach the Pathology, including histopathology, of all the major organ systems to undergraduate and graduate students within multidisciplinary programmes.

Research and Innovation

- The potential to develop a programme of innovation and research that will enhance the Teaching & Learning, and Research & Innovation impact of the School and University, nationally and internationally.

Administrative

- Proven administrative skills relevant to the position.

Personal

- Excellent interpersonal skills.
- Ability to communicate effectively with all colleagues within and without the School and University.
- Ability to work as a team member.
- Ability to self-motivate.

# Further Information for Candidates

## Supplementary information

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| The University: | http://www.ucd.ie/ |
| The College/Management Unit: | http://www.ucd.ie/collegesandschools/healthagriculturalsciences/ |
| The School/Programme Office/Unit: | http://www.ucd.ie/medicine/ |

**Relocation Expenses**

Will be applied in accordance with the UCD Relocation Policy http://www.ucd.ie/hr/policies

**Garda Vetting required:**

X **NO**

**YES** – Garda Vetting will be conducted for the recommended candidate(s) as part of the selection process for the post in accordance with the UCD Garda Vetting Policy

**Informal Enquiries ONLY to:**

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| Name: | Professor Paul McLoughin MB BCh PhD |
| Title: | Section Head , Biomedical Sciences, UCD School of Medicine |
| Email address: | +353 1 716 6977 |
| Telephone: | Paul.mcloughlin@ucd.ie |
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***Eligibility to compete and certain restrictions on eligibility***

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| **Incentivised Scheme for Early Retirement (ISER):** | It is a condition of the Incentivised Scheme for Early Retirement (ISER) as set out in Department of Finance Circular 12/09 that retirees, under that Scheme, are debarred from applying for another position in the same employment or the same sector. Therefore, such retirees may not apply for this position |
| **Department of Health and Children Circular (7/2010):** | The Department of Health Circular 7/2010 dated 1 November 2010 introduced a Targeted Voluntary Early Retirement (VER) Scheme and Voluntary Redundancy Schemes (VRS). It is a condition of the VER scheme that persons availing of the scheme will not be eligible for re-employment in the public health sector or in the wider public service or in a body wholly or mainly funded from public moneys. The same prohibition on re-employment applies under the VRS, except that the prohibition is for a period of 7 years, after which time any re-employment will require the approval of the Minister for Public Expenditure and Reform. People who availed of either of these schemes are not eligible to complete in this competition. |
| **Collective Agreement - Redundancy Payments to Public Servants:** | The Department of Public Expenditure and Reform letter dated 28th June 2012 to Personnel Officers introduced, with effect from 1st June 2012, a Collective Agreement which had been reached between the Department of Public Expenditure and Reform and the Public Services Committee of the ICTU in relation to ex-gratia Redundancy Payments to Public Servants. It is a condition of the Collective Agreement that persons availing of the agreement will not be eligible for re-employment in the public service by any public service body (as defined by the Financial Emergency Measures in the Public Interest Acts 2009 – 2011) for a period of 2 years from termination of the employment. Thereafter the consent of the Minister for Public Expenditure and Reform will be required prior to re-employment. People who availed of this scheme and who may be successful in this competition will have to prove their eligibility (expiry of period of non-eligibility) and the Minister's consent will have to be secured prior to employment by any public service body. |

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| **Declaration:** | Applicants will be required to a Pre-Employment Declaration to confirm whether they have previously availed of a public service scheme of incentivised early retirement and/or the collective agreement outlined above. The above represents the main schemes and agreements restricting a candidate's right to be re-employed in the public service. However it is not intended to be an exhaustive list and candidates should declare details of any other exit mechanism they have availed of which restricts their right to be re-employed in the public service. Applicants will also be required to declare any entitlements to a Public Service pension benefit (in payment or preserved) from any other Public Service employment and/or where they have received a payment-in-lieu in respect of service in any Public Service employment. |
| **Superannuation and Retirement:** | The successful candidate will be offered the appropriate superannuation terms and conditions as prevailing in the University, at the time of being offered an appointment. In general, and except for candidates who have worked in a pensionable (non-single scheme terms) public service job in the 26 weeks prior to appointment (see paragraph d below), this means being offered appointment based on membership of the Single Public Service Pension Scheme ("Single Scheme").<br>Key provisions attaching to membership of the Single Scheme are as follows: |

*a.* ***Pensionable Age*** - The minimum age at which pension is payable is 66 (rising to 67 and 68) in line with State Pension age changes.

*b.* ***Retirement Age*** - Scheme members must retire at the age of 70.

*c.* ***Pension Abatement****:*

- If the appointee was previously employed in the Civil Service or in the Public Service please note that the Public Service Pensions (Single Scheme and Other Provisions) Act 2012 includes a provision which extends abatement of pension for all Civil and Public Servants who are re-employed where a Public Service pension is in payment. This provision to apply abatement across the wider public service came into effect on 1 November 2012. This may have pension implications for any person appointed to this position who is currently in receipt of a Civil or Public Service pension or has a preserved Civil or Public Service pension which will come into payment during his/her employment in this position.
- Department of Education and Skills Early Retirement Scheme for Teachers Circular 102/2007

  The Department of Education and Skills introduced an Early Retirement Scheme for Teachers. It is a condition of the Early Retirement Scheme that with the exception of the situations set out in paragraphs 10.2 and 10.3 of the relevant circular documentation, and with those exceptions only, if a teacher accepts early retirement under Strands 1, 2 or 3 of this scheme and is subsequently employed in any capacity in any area of the public sector, payment of pension to that person under the scheme will immediately cease. Pension payments will, however, be resumed on the ceasing of such employment or on the person's 60th birthday, whichever is the later, but on resumption, the pension will be based on the person's actual reckonable service as a teacher (i.e. the added years previously granted will not be taken into account in the calculation of the pension payment).
- Ill-Health-Retirement

  Please note that where an individual has retired from a Civil/Public Service body on the grounds of ill-health his/her pension from that employment may be subject to review in accordance with the rules of ill-health retirement within the pension scheme of that employment.

*d.* ***Prior Public Servant*** - While the default pension terms, as set out in the preceding paragraphs, consist of Single Scheme membership, this may not apply to certain appointees. Full details of the conditions governing whether or not a public servant is a Single Scheme member are given in the Public Service Pensions (Single Scheme and other Provisions) Act 2012. However the key exception case (in the context of this competition and generally) is that a successful candidate who has worked in a pensionable (non-single scheme terms) capacity in the public service within

26 weeks of taking up appointment, would in general not become a member of the Single Scheme. In this case such a candidate would instead be offered membership of the UCD Pension Scheme. This would mean that the abatement provisions at (c) above would apply, and in addition there are implications in respect of pension accrual as outlined below:

*e.* ***Pension Accrual*** - A 40-year limit on total service that can be counted towards pension where a person has been a member of more than one existing public service pension scheme would apply. This 40-year limit, which is provided for in the Public Service Pensions (Single Scheme and other Provisions) Act 2012 came into effect on 28 July 2012. This may have implications for any appointee who has acquired pension rights in a previous public service employment.

*f.* ***Pension-Related Deduction*** - This appointment is subject to the pension-related deduction in accordance with the Financial Emergency Measure in the Public Interest Act 2009.

For further information in relation to the Single Public Service Pension Scheme for Public Servants please see the following website: http://www.per.gov.ie/pensions.