Learna | Diploma MSc

Postgraduate Tutor Applicant Pack

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Welcome to Learna

On behalf of Learna, I am delighted to extend a warm welcome to you as a much-valued member of our growing Faculty Community. Your expertise and passion for teaching the next generation of medical professionals will greatly contribute to our learning community and the wider medical profession.

As a member of the team, you will make a significant contribution to empowering people to achieve their full potential through high-quality, flexible, online education - positively impacting lives and communities globally. Your experience and knowledge in the medical field will undoubtedly inspire and guide our students towards success.

Learna is committed to being a leading global platform in online postgraduate education. We aim to set the standard for flexibility, quality and impact in the education sector, transforming lives worldwide. We pride ourselves on our innovative programmes and learner-centric approach, striving to make high-quality education accessible to all, regardless of location or circumstances.

As you settle into your new role, please know that you have the full support of our wider team. We encourage you to bring your unique perspectives and innovative teaching methods to the forefront as we continuously strive to enhance the learning experience for all our students. We are here to assist you every step of the way and ensure that you have everything you need to succeed.

In this welcome pack, you will find information about key responsibilities and team introductions. Once again, welcome! We look forward to working closely with you and witnessing the positive contributions you will undoubtedly make to our learning community.

With warm regards,

Courtenay Probert
Chief Executive Officer

Why become a tutor?

Remuneration

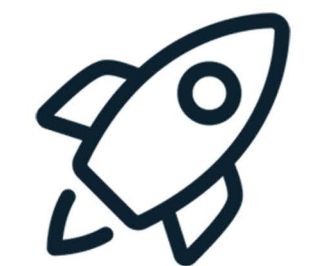You can earn £1000 per module taught with around 2.5 hours a week expected for 8 weeks.

Academic

The opportunity to earn post-nominals through joining the Academy of Medical Educators (AoME), apply for recognised teacher status and apply for Fellowship.

Collaborate

To collaborate with students to publish MSc projects as a listed author with the opportunity of supervision groups of students twice a year.

Professional Development

You can earn CPD points, work flexibly, and join our established postgraduate medical education faculty.

Lifelong Learning

Stay up-to-date on the latest research and guidance, learning alongside your students.

Meet our team

Welcome to our vibrant team of dedicated educators at Learna. Our team of passionate professionals is committed to delivering excellence in online postgraduate medical education. With a diverse range of backgrounds and expertise, we come together to create a dynamic learning environment where students thrive. Get to know the faces behind the screens as we introduce you to the Learna team, each bringing unique insights, experiences, and dedication to ensuring the success of our students. Together, we strive to inspire, educate, and empower the next generation of medical professionals.

Inaara Sumair

Education Resourcing Manager

Hannah Hutton

Tutor Training and Development Manager

Our Postgraduate Programmes

We offer programmes in the following PGDips, MSc's and PGCert's.

PGDip and MSc Programmes:

- Acute Medicine
- Applied Health Economics
- Clinical Psychiatry
- Cosmetic & Aesthetic Medicine
- Dermatology in Clinical Practice
- Diabetes
- Endocrinology
- Expedition and Wilderness Medicine
- Gastroenterology

- Applied Clinical Psychology
- Infectious Disease
- Care of the Older Person
- Paediatrics and Child Health
- Family Medicine
- Neurosurgery
- Women's Health
- Cardiology
- Medical Oncology

PGDip and MSc Programmes:

- Genomic Medicine and Healthcare
- Leadership in Healthcare
- Medical Education
- Obesity and Weight Management
- Pain Management
- Preventative Cardiovascular Medicine
- Public Health
- Renal Medicine
- Rheumatology

- Stroke Medicine
- eMBA in Healthcare
- Neurology
- Urology
- Critical Care
- Haematology
- Clinical Nutrition
- Occupational Medicine
- Orthopaedics

PGCert Programmes:

- Metabolic Medicine
- Anti-ageing
- Menopause Medicine
- Calcium and Bone Medicine
- Trichology and Hair Sciences

- Artificial Intelligence in Medicine
- Addiction Medicine
- Neurodiversity-inclusive Healthcare
- Lifestyle Medicine

University Partners

Learna programmes are authored and delivered in collaboration with internationally recognised educational leaders and academic institutions.

University of South Wales

USW is a modern, industry-focused UK university with campuses in Cardiff, Newport and Pontypridd. USW is ranked among the UK's top institutions for Health Professions and Health Studies.

University of Buckingham

The University of Buckingham is the UK's only independent university with a Royal Charter. With around 2,700 students, it offers two-year honours degrees and was ranked first for student satisfaction in 2018, 2019 and 2020.

Tutor Specifications

Key Contact	joinourteam@learna.ac.uk
Location	Online
Tutor delivery arrangements/ hours	30 minutes per day, 5 days a week during a module. Each module will run for 6 weeks followed by a 2 week marking period.
Fee	£1000 and 15 hours of CPD per taught module

About the Role

The University-approved Postgraduate Medical Education Tutor role is a dynamic and globally accessible opportunity for experienced individuals in the medical field. This entirely online and part-time position allows for flexibility in working from anywhere worldwide. Tutors will play a key role in facilitating engaging discussions and activities within a 6-week module, fostering a collaborative learning environment.

This role involves posting pre-written case scenarios, providing feedback on student work, and contributing to the overall online learning experience. Whilst previous postgraduate tutoring experience would be desirable, a passion for teaching and mentoring the next generation of healthcare professionals is crucial for success in this role.

Tutors will receive £1000 per taught module as well as 15 hours of Continuing Professional Development (CPD), making this a unique and rewarding opportunity in the online education space.

Notable Benefits:

• Opportunity to apply for fellowship

• Eligibility to join the AoME (Academy of Medical Educators) and other related academies

• Collaborate with students to publish MSc work as a listed author

• Be awarded CPD points whilst flexibly working from any appropriate location

• Stay up-to-date on the latest research and guidance, learning alongside your students

Time Commitment
Before the Module:

Before each set of modules begins, the Tutor Operations team will arrange the schedule and invite tutors with around 4 weeks' notice. Tutors can decline the invitation if the timing is not suitable and there is no set amount of groups that tutors must tutor each year.

If a tutor accepts the invitation, the Tutor Operations team will contact the tutor with a link to the module around 48 hours before the module begins. Tutors should spend time accessing the module and familiarising themselves with the content ahead of the students being enrolled.

During the Module:

Each Postgraduate Diploma module runs for 6 weeks, during this period, tutors are expected to log in for 30 minutes a day, 5 days a week (with an approximate commitment of 2.5 hours per week). Tutors can work from anywhere in the world and can log in and interact with students around their day-to-day lives. During the module, the tutor's responsibility is to:

• Post pre-written content to students in the form of clinical case scenarios. Tutors should make their first post by 9 AM UK time (although this can be posted over the weekend to accommodate differing schedules) and their final scenario by 3 PM UK time on Thursday afternoon. Typically, tutors will post scenarios on a Monday, Wednesday and Thursday. All content is pre-written and provided to tutors including further discussion prompts, model answers, and reference lists.

• Monitor, evaluate, and provide constructive feedback, extending and challenging student learning in the forum in response to their replies to the case scenarios. The tutor's responses should extend the students' discussions encouraging them to continue extending their knowledge.

• Provide a weekly comment of feedback on the student's Reflective Journal, a private log for student reflection.
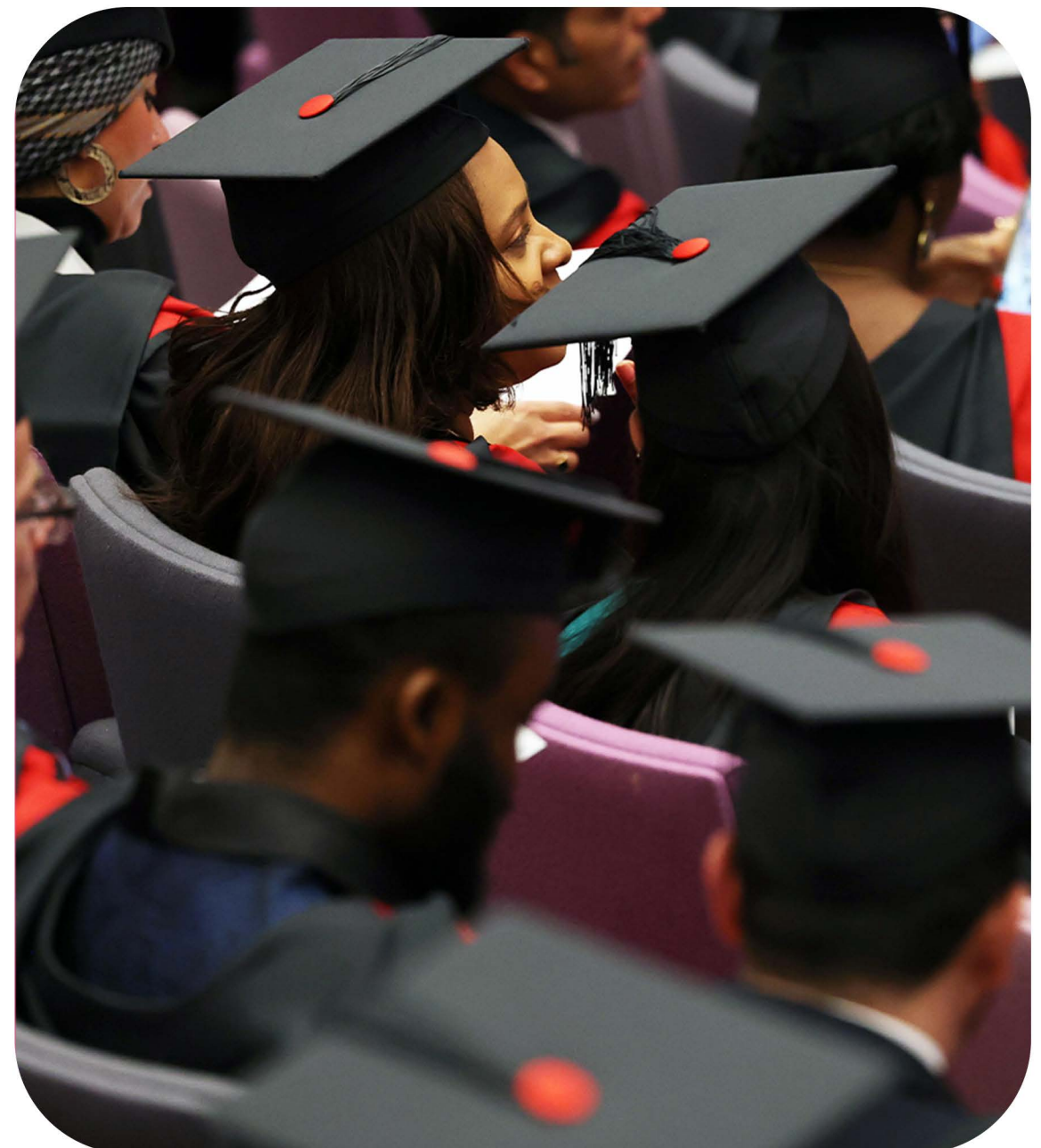
After the Module:

As the module concludes, tutors will then enter the marking period. The time commitment during the marking period can vary depending on group size however, we anticipate that the marking and double marking tasks should take around 4 hours to complete; Tutors should:

- Grade and offer feedback to students within their assigned group at the conclusion of each 6-week module, in line with the partner university's marking guidance, within a deadline provided by the Tutor Operations team .

- Participate in the double-marking process to ensure consistency and quality assurance in line with partner university guidelines.

Additional Responsibilities:

- Offer academic and pastoral support to students throughout the module, raising any concerns with the Tutor Operations team at Learna.

- Proficient use of our online learning platform (training will be provided to you). Ensure that personal subject knowledge is current and to be familiar with the suggested reading of the course.

- Engage with various Learna teams to contribute to the overall success of the course and enhance the student experience; in particular, engaging with the Tutor Operations team during the module.

- Encourage high-achieving students whilst motivating struggling candidates to give them excellent learning experiences, and maximise student attainment.

- Motivate all students to participate, thereby maximising their engagement and minimising attrition.

Requisite Skills and Experience:

- Proven experience in tutoring at a postgraduate level.
- Hold an MSc or an equivalent postgraduate qualification in the relevant field.
- Demonstrated expertise in the respective field of specialisation.
- Passionate about imparting knowledge to the next generation.
- Proficiency in the use of IT systems.
- The ability to communicate effectively with a varied audience on an online platform.
- Maintain a professional tone in English and support students with their formal academic writing.

Our Endorsers, Accreditations and Awards

Next Steps

STEP 01

Submit Your CV

Send your up-to-date and detailed CV to
joinourteam@learna.ac.uk

STEP 02

Initial Screening & Programme Director Approval

The Education Resourcing Manager will review your CV and, if suitable, seek approval from the Programme Director.

STEP 03

Complete the Application Form

Fill out and submit the official application form provided by the team.

STEP 04

University Approval

The Education Resourcing Manager will submit your application to the partnered university for final approval.

STEP 05

Tutor Induction

The Tutor Training and Development Manager will contact you to schedule a four-week induction. This training will equip you with the knowledge and tools necessary to succeed in your tutoring role.

STEP 06

Complete Training & Marking Task

Successfully complete the training and the required marking task.

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We look forward to working with you

Contact Information

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