



Cardiff
Metropolitan
University

Prifysgol
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Caerdydd

JOB DESCRIPTION

Job Title:	Technician Demonstrator (Physiology)
School/Unit:	Cardiff School of Sport and Health Sciences
Location:	Cyncoed Campus
Grade:	6AB
Salary:	£34,804 - £37,152 per annum (pro-rata)
Hours:	22.2 hour per week
Tenure:	Permenant
Accountable to:	Laboratory Director (Dr Mike Stemberidge)

Role Profile:

This is a key post with Physiology and Health that will contribute to the established Sport and Exercise Science programmes and ambitious research culture within the Cardiff School of Sport and Health Sciences (CSSHS).

CSSHS seeks to appoint a Technician Demonstrator in Physiology. The post holder will be required to demonstrate a range of practical concepts as part of our undergraduate and postgraduate taught programmes, and provide technical assistance to research and innovation activity. An indepth knowledge of exercise physiology and associated equipment is essential.

The post is part-time (0.6 FTE), and the sucessful candidate will be encouraged and supported to undertake a part-time PhD in exercise and/or cardiovascular physiology, aliged to one of the current academic members of staff.

Academic staff have overall academic responsibility for students, but the duties and responsibilities detailed below may be undertaken by Technician Demonstrators, in the absence of a member of academic staff. During such times, Technician Demonstrators will be responsible for the health and safety of students within their jurisdiction.

Summary of Duties and Responsibilities:

The Technician Demonstrator will undertake the following duties in liaison with Laboratory Director, or other identified member of academic staff:

1. Supervise laboratory work and processes undertaken by staff, students and visitors as required in the physiology labs and in other such areas as requested.
2. Demonstrate practical techniques, processes and operation of equipment and software in laboratories to staff, students and visitors for timetabled taught practical sessions and for research activities and projects.
3. Ensure that equipment and materials are in place and functioning effectively and safely. Prepare and implement maintenance schedules to meet statutory and university requirements
4. Advise and support academic / research staff and students on the use and application of the use of techniques, equipment and process associated with programmes of study and research and income generation activities approved by the School.
5. Discuss student progress with academic staff. Provide feedback to academic staff on a student's ability to progress and their skill level.
6. Advise academic staff on any student matter that relates to their health, safety or welfare.
7. Design, develop and modify specialist methods, processes and equipment required for course programmes and needs of the School.
8. Advise on the purchase of new equipment. Purchase replacement or new equipment and consumable items sufficient for the anticipated activity in the lab.
9. Undertake budgetary control, in close liaison with lecturing staff and BSM.
10. Maintain the inventory database ensuring that new equipment is recorded and labelled accurately and obsolete items written off appropriately.
11. Develop and maintain comprehensive laboratory and H&S management systems and monitor compliance.
12. Attend the School Health and Safety Committee meeting as a representative of the laboratory area and to report on Health and Safety issues as appropriate and report back to action any recommendation as necessary.
13. Design and review of health and safety regimes and protocols as follows;

- Assume responsibility for prohibiting unsafe activities
- Assume responsibility for safeguarding any hazardous activity through the process of risk assessments
- Write all subject discipline risk assessments
- Maintain health and safety registers relating to student use of equipment and processes
- Assess the safety of all internal and external exhibitions, writing the relevant risk assessments taking account of university guidelines
- Research and establish safe limits for specific individual student projects and supervising such work through risk assessment procedures and in consultation with third parties as necessary
- Undertake Health and Safety audits of the laboratory
- Implement regular quality control procedures to ensure the validity, reliability and safe operation of equipment and maintenance of associated records.

12. Co-ordinate internal and external bookings of laboratory facilities.

14. First aider for the physiology laboratories.

15. Develop a range of technical skills and the competence in the use of basic and specialist laboratory equipment.

16. Attend module team planning meetings to discuss the delivery of practical seminars and the requirements of the demonstrations.

17. Understand the requirements of each module for which laboratory demonstrations are delegated. Maintain knowledge of the requirements of academic modules to ensure that demonstrations can be designed to achieve the learning outcomes. Identify and review areas for which further briefing or training is required.

19. Undertaken any such other reasonable duties and responsibilities as may be required from time to time including those involved with income generation or with recruitment and retention of students

Additional Information:

Standard Notification

These guidelines are provided to assist you in the performance of your contract. The university is a dynamic organisation; therefore changes may be required from time to time. Any changes will be made in consultation with the post-holder. The Summary of Duties and Responsibilities is not intended to be an exhaustive list of tasks performed. Other associated technical tasks are likely to be performed as directed by the line manager.

It is accepted that individual staff will have a specialist skills and knowledge base in relation to the role they have been appointed to. In addition to this, Cardiff Metropolitan University expects that all staff will conduct themselves in a professional and courteous manner at all times

and have particular regard for their responsibilities under Cardiff Metropolitan University's Equalities, Financial, Environmental and Sustainability, Human Resources and Health and Safety policies and procedures.

PERSON SPECIFICATION

Post: Technician Demonstrator
(Physiology)

Unit/School: Cardiff School of Sport

***Key**

A - Application form
I - Interview
T/P - Test/Presentation

FACTORS	ESSENTIAL AND DESIRABLE CRITERIA	ASSESSED BY		
		A*	I*	T/P*
Education & Qualifications (Essential)	<ul style="list-style-type: none"> Degree in a relevant discipline including physiology / sport and exercise science 	X X		
Education & Qualifications (Desirable)	<ul style="list-style-type: none"> Health and Safety experience and/or qualifications (e.g. risk assessment, First Aid, COSHH, IOSH). Postgraduate qualification in a relevant discipline including physiology / sport and exercise science Ability and desire to undertake further research training to PhD level. 	X X X	 X	
Knowledge (Essential)	<ul style="list-style-type: none"> Aptitude in the preparation of audio-visual materials and learning resources. Awareness of ordering and stock control procedures Inventory and data base management Core cardiovascular and respiratory physiology concepts in exercise physiology 	X X X X	X X X	
Knowledge (Desirable)	<ul style="list-style-type: none"> Equipment loan procedures 	X		

<p>Skills and Abilities relating to role (Essential)</p>	<ul style="list-style-type: none"> • Ability to plan, prioritise and organise own work and use initiative to progress requests made by others with the effective use of resources to achieve agreed objectives • Ability to design, develop and modify specialist methods, processes and equipment required for exercise physiology modules • Ability to problem solve independently, often under pressure • Ability to demonstrate to others specific tasks or techniques on a specialist process within the post-holder's remit on an individual or group basis • Able to provide guidance to students, and give feedback on their progress to academic staff 	<p>X</p> <p>X</p> <p>X</p> <p>X</p> <p>X</p>	<p>X</p> <p>X</p> <p>X</p> <p>X</p> <p>X</p>	<p></p> <p>X</p> <p></p> <p></p> <p></p>
<p>Skills and Abilities relating to the role (Desirable)</p>	<ul style="list-style-type: none"> • Ability to work under pressure • Ability to conduct cardiopulmonary exercise testing and/or cardiovascular ultrasound • Ability to work with microsoft excel and SPSS to demonstrate fundamental data processing and statistical analysis 	<p>X</p> <p>X</p> <p>X</p>	<p>X</p> <p>X</p> <p></p>	<p></p> <p></p> <p></p>
<p>Experience paid / unpaid (Essential)</p>	<ul style="list-style-type: none"> • Experience and expertise with scientific laboratory equipment including calibration procedures and minor maintenance • Experience of cardiovascular and cardiorespiratory assessments. • Experience of appropriate computer hardware and software packages relevant to exercise physiology (e.g. Labchart, Echopac, Blood Flow Analysis software). 	<p>X</p> <p>X</p> <p>X</p>	<p>X</p> <p>X</p> <p>X</p>	<p>X</p> <p></p> <p></p>
<p>Experience paid / unpaid (Desirable)</p>	<ul style="list-style-type: none"> • Experience of laboratory administration including procurement and data/inventory management. • Experience conducting routine maintenance on exercise physiology ergometers and other related equipment. 	<p>X</p> <p>X</p>	<p>X</p> <p>X</p>	<p></p> <p></p>
<p>Other Requirements (Essential)</p>	<ul style="list-style-type: none"> • Interest in sport, sports science and physiology and desire to share knowledge and motivate students. • 	<p>X</p>	<p>X</p>	<p></p>