## Medical Sciences Division Teaching Excellence Awards

## 2017

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## Major Educator Application Form

The completed form (including supporting materials) must be submitted to [aga.bush@medsci.ox.ac.uk](mailto:aga.bush@medsci.ox.ac.uk) by **midnight on Friday 30th June 2017**.

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| **SECTION A: APPLICANT DETAILS**  Questions 1-4: if this is a team application, please include the required details for each member, with the lead applicant listed first. | |
| 1. Title(s) and Name(s): | |
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| 2. Job Title(s): | |
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| 3. Department(s): | |
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| 4. College(s): | |
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| 5. Contact Details If this is a team application, please only include the details of the lead applicant. | |
| Postal address: | University/College e-mail: |
| Phone number (office hours): |

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| **SECTION B: CASE FOR THE AWARD** | |
| 6. *(Delete as applicable.)* I / My team would like to apply for a **Major Educator** award. | |
| 7. In the box below, please provide a brief outline (no more than 10 lines, in size 11pt, single spaced) of the teaching/education-related activities you / your team currently undertakes / has undertaken in the recent past. | |
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| 8. *(Delete as applicable.)* I / We consider that I / wehave made an outstanding contribution to the development of education and/or leadership in education and/or other educational initiatives, within the Medical Sciences Division or at institutional level, in the following way(s):  Please tick all that apply. | |
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|  | Drawing on academic strengths in education across the traditional departmental and geographical boundaries within the Division. |
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|  | Promoting / enhancing the integration of clinical and basic science material in teaching and learning for students studying medicine. |
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|  | Promoting the benefits of teaching / education in a research-intensive environment. |
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|  | Improving the prominence and effectiveness of measures that enhance students’ study skills and their long-term educational development (such as their understanding and engagement with academic standards in their discipline e.g. via peer assessment). |
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|  | Embedding / enhancing graduate studies: e.g. significantly enhancing the provision for graduate students, or the organisation of graduate studies at departmental, divisional or institutional level. |
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|  | Establishment of innovative methods of assessment underpinned by evidence of their validity. |
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|  | Exceptional work on widening access to Oxford courses. |
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|  | Successful planning and introduction of new courses or successful innovations in teaching; major re-development of existing provision. |
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|  | Outstanding organisation and leadership in teaching and/or education and/or other educational initiatives. |
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|  | Significant role played in the development of teaching of the discipline nationally or internationally. |
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|  | Introduction and establishment of skills teaching (including teaching of study skills) at undergraduate or graduate level.  Introduction and establishment of teaching of scientific methods and techniques. |
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|  | Establishing new ways of engaging students with current research and scholarship. |
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|  | Leadership and innovation in staff development (including mentoring arrangements) for new and established members of teaching staff. |
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|  | Innovative materials or teaching methods to support courses. |

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|  | Projects to enable development of any of the above. |
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|  | Other – please specify: |
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| 9. In the box below, please outline:   * 1. the outstanding contribution made to the development of education and/or leadership in education and/or other educational initiatives within the Division or at institutional level,   2. the rationale in support of this application,   3. an account of the development of this contribution over time (normally this discrete development or innovation will have taken a number of years to realise overall), and   4. evidence of the effectiveness of this contribution.   This material should be in the region of 5 pages. Please note that the submission of a CV alone will not be considered sufficient to make a case and therefore your application is likely to be rejected on this basis. The box will expand to fit your answer. | |
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| 10. Please append a balance of qualitative **and**quantitative information to this form, to put your application in the context of the work of your department / college / the institution / field of education etc.  This material should be in the region of 5 pages. Please note that both types of contextual data are needed to make a balanced assessment of your application. It is very difficult to assess an individual’s or team’s contribution to excellence unless there is a way to compare it with what is considered to be the ‘norm’.  Such data includes, but is not limited to: aggregated and anonymised student feedback scores (where this is relevant) of the applicant(s) compared to other staff, the role of the applicant(s) within the course, department, college or the institution, the level of achievement of those students supervised by the applicant etc.  For student feedback scores in particular, it is recommended that average ratings summarised for the course(s) over a number of years, and compared with the rest of the subject area, are included, so that ratings can be interpreted more easily. Also, you are encouraged to highlight the reliability / validity of the student feedback data, based on the sample size. Unanalysed raw data or individual student feedback forms will not be considered sufficient contextual data, and will result in the application being rejected.  Documents should be clearly labelled with the applicant’s name (the lead applicant’s name in the case of a team submission). |

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| **SECTION C: ADDITIONAL INFORMATION *(OPTIONAL)*** |
| Please list below any other supporting evidence / information you wish to supply in support of your application.  This should not exceed a further 10 pages, and should be appended to the completed application form. |
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| **SECTION D: CHECK-LIST FOR SUBMISSION OF APPLICATION**  *Please tick the boxes to confirm that you have included all the relevant information within your application, including appropriate accompanying documents, and that they are submitted in the following order.* | |
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| Completed application form to be attached to the front of your submission. |  |
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| A balance of qualitative **and**quantitative information, to put your application in the context of the work of your department / college / the institution / field of education etc. |  |
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| Additional information in support of your application (optional). |  |

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| **SECTION E: COMPLETED APPLICATION** |
| Print Name:  If this is a team submission, only the lead applicant need print their name. |
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| Date of Submission: |
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