1. JOB IDENTIFICATION

The information required in this section is straightforward and is required primarily for administration.

Please complete all sections apart from the jobholder reference and note that the job holder(s) names should be listed. This page will be removed before submission to the Matching Panel as it is intended that the job descriptions will be anonymous. The Agenda for Change Team will therefore devise a job reference number system to link job descriptions and job holder(s).

Job Title: Practice Education Facilitator

Department(s): NHS GRAMPIAN

Job Reference:

Names of Job Holder(s):
2. JOB PURPOSE AND CONTEXT

The practice education facilitator roles are designed to influence the quality of the clinical learning environment by providing support, educational input and development activities for mentors and students within HNC, pre-registration and post-registration education programmes. The role aims to enhance the quality of the practice learning experience and positively contribute to the future nursing/midwifery workforce. By enhancing the quality of the learning environment, the education and training needs of health care assistants and of the full range of professional groups may also be addressed.

- Maximise the number of student nurses and midwives who can be supported within clinical practice areas.
- Ensure that the student experience is of the highest quality and enables the greatest benefit from the individual clinical learning experience.
- Enhance and support the role of the mentor.
- Ensure support and supervision for staff engaging in CPD/educational programmes which ultimately lead to practice development and improved services for patients and clients.

The practice education facilitator will provide support, education and development for mentors and students from both pre and post registration education programmes, principally in clinical practice areas. This will entail the development and maintenance of a learning environment where both education and lifelong learning are seen as integral to clinical practice. Seen as an experienced practitioner she/he will both lead and facilitate practice education developments (practice learning) to support staff to make the necessary changes in their practice as required by the profession and the service. This role will be subject to annual review.
3. ORGANISATIONAL POSITION

NHS Grampian employs over 7000 nurses and midwives and 3000 unregistered nursing staff. This post is part of a National / shared Grampian, Orkney and Shetland wide 3 year project which involves NHS Grampian, Scottish Executive Health Department / NHS Education Scotland & The Robert Gordon University. 10 new posts are managed by a Lead Nurse / Clinical Nurse Manager with a dotted line to Practice and Professional Development and the Student Practice Development Centre at the Robert Gordon University (RGU).

3. SCOPE AND RANGE

NHS Grampian employs over 7000 nurses and midwives and 3000 unregistered nursing staff. This post is part of a National / shared Grampian, Orkney and Shetland wide 3 year project which involves NHS Grampian, Scottish Executive Health Department / NHS Education Scotland & The Robert Gordon University. 10 new posts are managed by a Lead Nurse / Clinical Nurse Manager with a dotted line to Practice and Professional Development and the Student Practice Development Centre at the Robert Gordon University (RGU).

5. MAIN DUTIES/RESPONSIBILITIES:

1. Identify existing and potential learning opportunities for students within the NHSS (Provider) and ensure that these link with the learning needs of different student groups.

2. Contribute to the identification, selection and evaluation of practice placements available within a range of provider organisations and which meet the NES Quality Practice Placement Standards.

3. Develop communication networks and close working relationships with managers, mentors, practice placement areas and Higher Education Institute (HEI)
4. Play a leading role in the organisation and management of Clinical Learning Environment Team (CLET) meetings

5. Contribute to effective partnership working between NHS Grampian and the Robert Gordon University by building and maintaining links between the practice placement areas and the School of Nursing and Midwifery.

6. Explore and develop opportunities for inter-professional learning.

8. Contribute, as appropriate, to curriculum developments ensuring that they support the principles of work-based learning and respond to clinical need.

9. Work collaboratively with the Clinical Practice and Placement support Unit.

10. Work in collaboration with senior staff and mentors to develop their role in the practice placement setting.

11. Participate in the development and preparation of new mentors.

12. Work with senior staff and mentors to ensure students receive induction and orientation to the practice placement area.

13. Participate in facilitating feedback to the practice placement area and HEI following student evaluation of their practice placement experience.

14. Contribute to the ongoing evaluation and development of the post.

15. Contribute to an Annual Report on the role for relevant stakeholders.

6. SYSTEMS AND EQUIPMENT

- PC (Internet, intranet, word, power point, access, email for day to day operational work and communication purposes.
- Telephone and voice mail
- Lap top and multimedia projector, set up and use for educational purposes
- Overhead projector
7. DECISIONS AND JUDGEMENTS

- The post holders work is generated by national and local strategies including Government initiatives, NMC and local priorities eg. Grampian Nursing and Midwifery Strategy and in response to service needs.
- Work is self generated and managed in response to the above influences
- Working collaboratively with a range of colleagues to facilitate decision making in relation to practice education and learning in clinical practice

8. COMMUNICATIONS AND RELATIONSHIPS

**Internal to NHS:**
- Ward Manager
- Clinical Nurse Manager / Lead Nurse
- Assistant Director of Nursing
- Multidisciplinary Team
- Mentors
- Clinical Learning environment team
- Professional Development Department
- Practice Education Support Forum

**External within HE:** The Robert Gordon University
- Practice Team
- All academic and support staff

**Others:**
- NHS Education for Scotland
- Other Educational Institutions

9. PHYSICAL DEMANDS OF THE JOB

- There is a requirement for computer literacy and accurate keyboard skills.
- Requirement for expert presentation, facilitation and teaching skills with a range of group sizes and in a range of settings
- The work setting will vary from an office base, a clinical area or a classroom setting in the HEI
- Workload may be unpredictable and possibly prone to interruption
- There may be a requirement for frequent travel to meet the need of students/ mentors in different parts of Grampian
10. MOST CHALLENGING/DIFFICULT PARTS OF THE JOB

- Leading and facilitating practice education and practice learning through working in partnership with a range of stakeholders to develop and support the maintenance of a learning environment where both education and lifelong learning are seen as integral to clinical practice.
- Working in a collaborative and professional way when working with a range of colleagues to deliver a practice education service in a dynamic health care/educational setting.
- Dealing effectively with challenging situations in terms of providing support for, students and mentors, as well as dealing with conflict with a range of stakeholders.

11. KNOWLEDGE, TRAINING AND EXPERIENCE REQUIRED TO DO THE JOB

- Registered Nurse with current NMC registration
- Recordable teaching qualification (or working towards)
- Educated to first degree level (or working towards)
- Minimum of 5 years experience at Grade ‘E’ or above in a range of clinical settings
- Has evidence of ability to present material appropriately in a variety of formal and informal settings
- Has evidence of experience and commitment to education in practice
12. **JOB DESCRIPTION AGREEMENT**

This page will be removed before submission to the Matching Panel.

**All Job Holder(s) Signature:**

**Head of Department Signature:**

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