

## JOB TITLE Regional Practice Education Facilitator – Band 7

### JOB OVERVIEW

To implement regional plans for allied health professional student placements in mental health services across regions of Wales. Working with HEIW, Welsh Universities, Health Boards, Social Care, and wider stakeholders, this work will support high quality placement learning within designated geographical regions and ensure all governance arrangements are in place to enable maximum utilisation of placement capacity.

#### Main Duties of the Job

The post holder will be responsible for the delivery and day-to-day operation of plans to support allied health professional student placements in mental health service practice learning environments.

They will work with key stakeholders within mental health service placement settings, to plan and coordinate required tasks, projects or programmes of work that promote high quality practice learning.

They will work closely with internal partners and external stakeholders to increase allied health professional student placement experiences in mental health services.

They will promote a learning environment that supports innovation and encourages excellence.

The post holder will have autonomy within the role and will be making judgements on multi-stranded issues for which no precedent may exist.

They will deputise for Education Leads in relevant meetings as required.

#### Responsible to

**Reporting:** Head of Placement Experience and Improvement

**Accountable:** Deputy Director Education and Commissioning

**Professionally:** Director of Nurse and Health Profession Education

## Main Responsibilities

### Communication

The postholder will be responsible for stakeholder engagement that generates increased allied health professional student placements in within regional areas of Wales.

Act as a senior point of contact to provide professional advice and guidance on governance of allied health professional placements, including processes, procedures, and guidance to internal and external stakeholders. This may include written communications, delivery of presentations at external meeting and one to one engagement.

Produce a range of qualitative and quantitative reports for internal and external audiences.

Using a range of well-developed interpersonal skills, the post holder will persuade, motivate, influence, inspire and lead others in relation to quality and service delivery of education training programmes.

Act as HEIW's lead at performance and review meetings with external stakeholders and give feedback on performance, which may be of a sensitive or contentious nature.

Use motivational skills to encourage collaborative working across teams within organisations, in order to improve services where they may be resistance to change.

Represent HEIW on a UK level on matters relating to primary and community care education, training, and development.

### Planning and Design

Delegate, organise and prioritise autonomously to ensure the continuous delivery of regional plans to expand allied health professional student placements in mental health settings across Wales.

Organise and facilitate local and national events to a wide range of stakeholders to support the delivery of the programme of work.

Lead on governance and policy work on a regional basis to influence the quality of education and training and practice-based learning.

Proposes policy or service changes, including participation on working parties proposing policy changes in relation to allied health professions that impact on practice education provision.

Contribute to policy development in relation to the provision of allied health professional student placements and for practical implementation of policy initiatives.

**Improvement and Monitoring**

Facilitate collaborative working by identifying common areas for improvement across designated regions throughout Wales in relation to allied health professional practice education, training, and development.

Develop and implement systems of quality improvement in education using sound knowledge and understanding of both face to face and virtual education delivery.

Use and maintain databases to accurately record HEIW data and data from other sources, regarding the increase of placement capacity within mental health service settings within designated regions across Wales.

Utilise workshop, study day and exit feedback to continually evaluate programme design and content in partnership with external stakeholders.

Support the development, interpretation and implementation of policies, guidelines, and procedures relevant to mental health service areas and ensure team members and relevant stakeholders are aware of policy requirements.

**Analysis and Judgement**

Support, advise, and facilitate action-planning in relation to student performance and progress. Investigations may relate to aspects such as lack of appropriate progress, or unprofessional values and behaviours.

Significantly contribute to the development of organisational and national strategies in relation to services aligned with the post holder's specific responsibilities and expertise.

Analyse information on behaviour, attitude, progress, and quality of practice assessment evidence submitted from a variety of sources including but not limited to practice educators and placement staff.

Advise practice staff on nursing students' suitability to remain on the training programme, in line with regulator guidance and local policy.

Support universities, practice settings and wider education stakeholders to facilitate placement allocations and any subsequent student supervision and student information required, including liaison with training providers, allocation of students/trainees to staff for training purposes, ensuring that student/trainee records or assessments are completed.

Deal with conflict including issues arising from students' assessment decision-making outcomes impacting on programme progression, including investigating, and assessing serious student disciplinary issues as required.

**Finance and Budget**

Budget holder for specific areas of post holder's responsibility, identify the budget and resource requirements necessary to achieve the requirements of the role and assist in the delivery of the strategic objectives of the organisation.

Act as HEIWs lead at performance and contract review meetings including external stakeholders and give feedback on performance.

Contribute to assurance of the quality of education provision in allied health professional placement settings meets the requirements set as part of education contract budgets.

**Development of Learning and Development**

In collaboration with external stakeholders, develop practice educators to be efficient in their role and seen as outstanding in their performance.

Advise on models of supervision and assessment that ensure regulatory body requirements are met.

Ensure that all relevant practice educator training is in place, delivered, evaluated, monitored, and reviewed, so any service issues or areas requiring improvement can be identified and rectified quickly.

Qualifications and Knowledge	Experience
<p><b>Essential</b></p> <ul style="list-style-type: none"> <li>• Registered with HCPC.</li> <li>• Evidence of recent and relevant continuing professional development.</li> <li>• A Master's degree or equivalent experience.</li> <li>• Knowledge of primary and community care training programmes and Frameworks.</li> </ul> <p><b>Desirable</b></p> <ul style="list-style-type: none"> <li>• Experience as Team leader/ Project Lead</li> </ul>	<ul style="list-style-type: none"> <li>• Experience of working in an educationally focused environment</li> <li>• Experience of undertaking practice supervision and assessment and quality assurance of practice-based learning</li> <li>• Experience of effective stakeholder working</li> <li>• Experience of strategic planning, operational planning, policy development and implementation.</li> <li>• Experience in the design and evaluation of business/ management processes and systems.</li> </ul> <p><b>Desirable</b></p> <ul style="list-style-type: none"> <li>• Effective partnership working with health or care organisations.</li> <li>• Experience in writing complex reports for a diverse audience including instances whereby interpretation of related policies is required.</li> </ul>
Skills and Attributes	Other
<ul style="list-style-type: none"> <li>• Compassionate leader who values mirrors HEIW's values</li> <li>• Ability to communicate well and effectively with colleagues and clients</li> <li>• Having a conscientious and self-disciplined approach to independent working</li> <li>• Good interpersonal and negotiation skills, to include analysis of complex facts and situations</li> <li>• Welsh Language Skills are desirable levels 1 to 5 in understanding, speaking, reading, and writing in Welsh</li> </ul>	<ul style="list-style-type: none"> <li>• Ability to travel as required to do the job.</li> </ul>