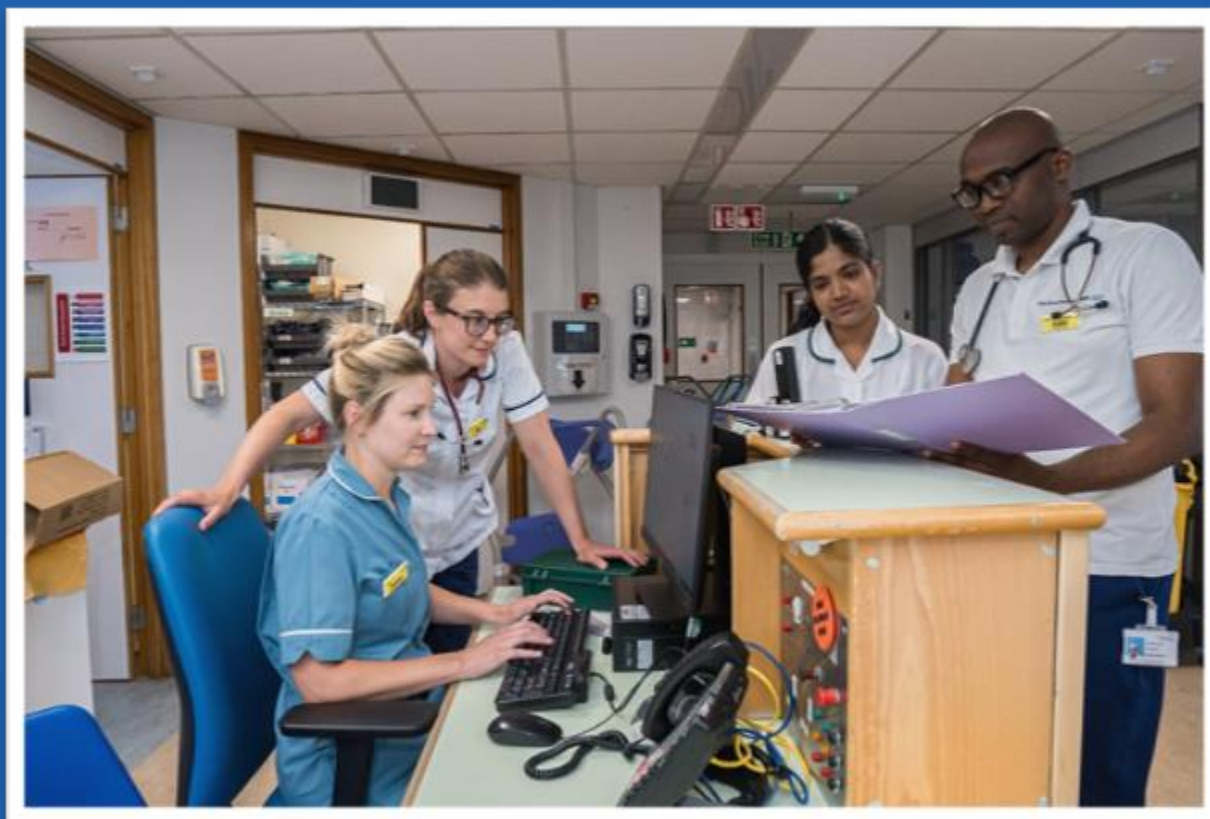


GYNAECOLOGY PRACTICE EDUCATION FACILITATOR

Candidate Pack



Colleague Benefits

General

- 27 days annual leave entitlement, increasing with length of service, plus 8 bank holidays
- Flexible working policies
- Generous maternity pay and 2 weeks full pay paternity leave
- Colleague recognition scheme and long service awards
- Greener travel initiative, including cycle to work scheme and lift share
- Childcare information and support available, including onsite nurseries
- Discounted bus passes with Arriva

Financial

- Access to various local and national discounts via various external websites
- Salary sacrifice schemes
- Generous pension scheme
- Access to a financial support booklet
- Pre-retirement courses
- Free Will writing service
- Savings and Loan schemes

Learning and Development

- Coaching and Mentoring
- Leadership Academy – leadership and management training for all staff
- Access to E-Learning courses
- Apprenticeships – growing number of apprenticeship opportunities across all disciplines
- Secondment and acting up opportunities
- Support to complete qualifications whilst on the job

Wellbeing

- Coaching
- Mental Health First Aiders
- Chaplaincy
- Fast track physiotherapy service
- Free eye test vouchers
- Slimming World referral scheme
- Cervical screening service
- Long Covid support
- Access to wellbeing/rest rooms
- Menopause support
- Men's Health forms and MOT
- Discounts with local gyms



Poppy's Promise

Poppy's Promise is a compassionate care initiative introduced within this Trust to enhance communication, respect and empathy across every aspect of patient care.

The initiative was founded by Katie Russell, following the loss of her daughter Poppy, who tragically died at just twelve hours old due to failures in care and communication. Born from that experience, Poppy's Promise serves as a powerful reminder that while clinical skill saves lives, it is compassion, listening and respect that define the quality of care and human connection. By embedding this promise across our organisation, we ensure that no patient or family ever feels unseen, unheard, or uncared for.

Poppy's Promise is a five-stage framework that supports NHS staff to provide compassionate, consistent and patient-centred care. It aims to create a culture where empathy and communication are prioritised at every level – from education and recruitment to daily patient interactions.

At the heart of the initiative lies the C.A.R.E. framework, which outlines four guiding principles for staff to follow. The CARE principles form the foundation of Poppy's Promise. They describe the behaviours, attitudes and values that underpin every interaction – between staff and patients, staff and families, and colleagues with one another.

CARE is not an additional task. It is how care is delivered.

C.A.R.E. Meaning and Practice

Compassion - Demonstrate genuine kindness, empathy and humanity in every interaction. Compassion means recognising the emotional as well as the physical needs of patients, families and colleagues, and responding with care, patience and understanding. Small acts of compassion can have a lasting impact.

Acknowledge - Actively listen and be fully present. Use eye contact, names and open body language, and acknowledge the individual's feelings, concerns and lived experience. Every person should feel seen, heard and taken seriously.

Respect - Treat everyone with dignity, honesty and fairness at all times. Respect individual differences, personal circumstances and lived experience. Trust is built through respectful behaviour, consistency and integrity.

Empower - Enable people to be active participants in their care and work. Communicate clearly, encourage questions and shared decision-making, and ensure patients, families and colleagues feel informed, confident and included. Poppy's Promise is more than a framework - it represents a cultural shift towards human-centred care. By adopting these principles, we:

- Strengthen trust and communication between staff and patients
- Reduce avoidable harm through better understanding and listening
- Improve patient experience and staff wellbeing
- Foster a culture of openness, empathy and shared responsibility

Every member of staff has a role to play in bringing Poppy's Promise to life. Whether you are clinical, administrative or support staff, compassion and communication are part of everyone's role.

In daily practice, you can:

- Take a moment before entering a patient's space - centre yourself, focus on the person, not the task
- Use clear, respectful and kind language
- Listen without interruption and acknowledge emotions expressed
- Be honest and transparent, even when conversations are difficult
- Reflect after interactions - consider how your approach made the patient or family feel

All staff within the Trust are expected to:

- Uphold the values of Poppy's Promise in all patient and colleague interactions
- Attend any training, workshops or refreshers provided as part of the initiative
- Support colleagues in modelling compassionate behaviours
- Raise concerns constructively when communication or respect fall short
- Reflect these principles in both professional and personal conduct within the workplace

Together, we can make every interaction an opportunity to care, listen and make a difference.

That is Poppy's Promise.

Job Summary

This summary has been generated using AI to provide a clear and accessible overview of the role. It is intended to support candidates who may find the full job description harder to read, such as those who are neurodiverse, have learning disabilities or lower literacy levels. Our goal is to make the application process more accessible and inclusive for everyone.

- You help staff learn new clinical skills and support them while they work.
- You work closely with senior nurses and managers to improve learning across the service.
- You plan and deliver training programmes to help staff give safe, high-quality care.
- You guide staff in clinical areas, act as a role model, and help keep skills up to date.
- You support teams, encourage good practice, and help drive positive change. You keep accurate training records, follow professional standards, and help make sure learning environments stay safe and effective.

Job Description

Job title:	Gynaecology Practise Educator Facilitator
Grade:	6
Site:	The Princess Royal Hospital Telford
Accountable to:	Gynaecology and Fertility Matron
DBS required:	Yes – Enhanced

Main Duties

- To work flexibly to teach and facilitate learning for all staff with a focus on the development of clinical/practice skills and the promotion of quality learning environments.
- To work closely with Matron, Ward and Unit Leads and learning and development to provide expert advise and teaching in clinical practice across the division.
- To plan, develop and implement and deliver training programs for health care staff across the organisation.
- To contribute towards the Trust Nursing and Midwifery Education Strategy to ensure there is effective and proactive development and training within the division

Key relationships

- Corporate Senior Nursing Team
- Head of Nursing, Deputy head of nursing & Matrons.
- Clinical Placement Facilitators/ Educators.
- Department managers

- Corporate Education
- Principal and Lead Lecturers for Clinical Education at the Faculty of Health Staffordshire University/ Wolverhampton

Professional

- To be fully conversant with and work within the Nursing Midwifery Code
- To support staff in clinical areas to develop and maintain clinical proactive knowledge and skills which will enhance the clinical competencies of individuals in all areas of Gynaecology.
- To work as a role model for pre and post registration staff and learner for Gynaecology.
- Ensure a unified approach to staff development across the Division.
- Collaborate with education and service providers to ensure learning environments are reviewed as required.
- Act as an expert resource for advice and teaching in clinical practice and support.
- To work alongside staff in clinical environments supporting staff in the direct delivery of patient care
- To provide cover in urgent situations for clinical practice roles as and when appropriate. As the senior clinical practitioner, engage and promote clinical supervision.

Managerial

- Responsible for efficient and effective use of resources. To manage time effectively to meet project outcomes.
- Care for equipment and supplies within areas they work.
- Participate in recruitment, selection of staff as required.
- Maintain accurate written and computerised patient and staff records.
- To contribute to the development of trust wide policies, to develop, and implement policies for Trust wide use relevant to education and training.
- To meet agreed deadlines
- Provide Monthly reports on training and development of the team within Gynaecology.

Leadership

- To assess practice development needs and create a culture of reflective practice.
- By working with individuals within the clinical setting, facilitate practice by enabling and motivating staff to realise their potential within existing and available resources.
- Assume responsibility and take action that addresses deficits in clinical practice situations which result in potential harm to patients and others.
- Ensure Trust policies and guidelines are adhered to, and regular updating of staff takes place.

- To maintain current records and progress reports on individual projects and initiatives.
- To maintain the high standards of the department by contributing towards individual and team objectives.
- To actively participate and contribute towards the setting and achievement of personal objectives.
- To support department senior staff and departmental managers and exercise leadership skills to achieve high morale.
- Exercise leadership skills to act as a catalyst for change.
- To develop and co-ordinate effective team working
- To communicate on a regular basis with team regarding trust objectives, plans & business developments.

Training, Education and Development

- To plan, use and evaluate a range of appropriate work-based learning strategies that facilitate and support learning in formal and practice settings, focusing particularly on the development of generic and/or specialist knowledge and clinical skills as appropriate to professional experience.
- To maintain a high profile within the Unit providing ongoing practical assistance to students/supervisors in achieving required competencies.
- To deliver and facilitate training and education to health care staff in clinical settings.
- To work in clinical areas with health care staff to support their practice and development of skills.
- To assess and support others in assessing the Fitness to Practice of pre and post registration healthcare students undertaking professional qualifications.
- To work with Clinical Placement Facilitators and key partners in supporting the learning environment, providing quality learning experiences for all students.
- To be aware of the outcome of the educational audits and work with ward managers to develop and implement resultant action plans.
- To contribute to the design, planning and implementation of learning programs for healthcare workers.
- To contribute to the overall evaluation of learning programs, designing and/or implementing evaluation strategies that determine the effectiveness of practice learning experience.
- Identify and agree through performance review an individual professional development plan in consultation with line manager.
- Planning and contributing to the delivery and assessment of clinical skills including OSCEs.
- Teaching and facilitating practice focused learning in classroom, skills laboratory, and clinical settings.

The Use of Information

- To maintain database and records of staff training.
- To participate in audits relevant to health care training
- Ensure confidentiality in all matters relating to patients and information obtained during the course of employment in accordance with Data protection, Caldicott and Freedom of Information Acts.
- Ensure the maintenance of accurate and up to date patient records in line with NMC guidelines for Records and Record keeping.
- Use of Electronic communication systems, personal computer systems and normal office equipment

Person Specification

	Essential	Desirable
Qualifications	<p>Registered nurse on the NMC Register</p> <p>Nursing Education to degree level/or working towards.</p> <p>Recognised teaching/mentorship qualification.</p>	Leadership Course
Experience and Knowledge	<p>Evidence and ability to revalidate as required by NMC.</p> <p>In depth knowledge of Gynaecology and women's health.</p> <p>Recent clinical experience at a higher level.</p> <p>Ability to successfully manage people and change.</p> <p>Evidence of professional development Knowledge</p> <p>Evidence of teaching / presentation skills.</p>	Experience of guideline/policy writing implementation and review

	<p>Ability to work autonomously and prioritise workload.</p> <p>Proficient IT skills.</p>	
Skills	<p>Ability to understand, evaluate analyse and present complex data.</p> <p>Excellent communication skills both verbal and written.</p> <p>Able to share expertise and knowledge with others in a way that's help them understand and learn.</p> <p>Ability to build effective relationships at all levels.</p> <p>Ability to develop and maintain good working relationships with staff from a variety of back grounds.</p> <p>Able to work in a changing environment.</p>	

General conditions

As they undertake their duties, all our people are required to uphold and demonstrate the Trust's core values of: Partnering, Ambitious, Caring and Trusted. Collaboration and partnership are also central to our approach in delivering our fundamental activities of patient care, teaching, and research.

Health & Safety

As an employee of the Trust you have a responsibility to:

- take reasonable care of your own Health and Safety and that of any other person who may be affected by your acts or omissions at work;
- co-operate with the Trust in ensuring that statutory regulations, codes of practice, local policies and departmental health and safety rules are adhered to;
- not intentionally or recklessly interfere with or misuse anything provided in the interests of health and safety.

Infection Prevention and Control

The prevention and management of acquired infection is a key priority for the Trust. Any breach of infection control policies is a serious matter which may result in disciplinary action. As an employee of the Trust you have a responsibility to:

- ensure that your work methods are compliant with the Trust's agreed policies and procedures and do not endanger other people or yourself;
- be aware of infection prevention and control policies, practices and guidelines appropriate for your duties and you must follow these at all times to maintain a safe environment for patients, visitors and staff;
- maintain an up to date knowledge of infection prevention and control, policies, practices and procedures through attendance at annual mandatory updates and ongoing continuing professional development;
- challenge poor infection prevention and control practices of others and to report any breaches, using appropriate Trust mechanisms (e.g. incident reporting policy).

Information Governance

The Trust is committed to compliance with Information Governance standards to ensure that all information is handled legally, securely, efficiently and effectively. You are required to comply with the Trust's Information Governance policies and standards. Failure to do so may result in action being taken in accordance with the Trust's Disciplinary Procedure.

- **Confidentiality and Security** - Your attention is drawn to the confidential and sensitive nature of information collected within the NHS. Whilst you are employed by the Trust you will come into contact with confidential information and data relating to the work of the Trust, its patients or employees. You are bound by your conditions of service to respect the confidentiality of any information you may come into contact with which identifies patients, employees or other Trust personnel, or business information of the Trust. You also have a duty to ensure that all confidential information is held securely at all times, both on and off site.

- **Disclosure of Information** - The unauthorised use or disclosure of information relating to the Trust's activities or affairs, the treatment of patients or the personal details of an employee, will normally be considered a serious disciplinary offence which could result in dismissal. Upon leaving the Trust's employment and at any time thereafter you must not take advantage of or disclose confidential information that you learnt in the course of your employment. Unauthorised disclosure of any of this information may be deemed as a criminal offence. If you are found to have permitted the unauthorised disclosure of any such information, you and the Trust may face legal action.
- **Information Quality and Records Management** - You must ensure that all information handled by you is accurate and kept up-to-date and you must comply with the Trust's recording, monitoring, validation and improvement schemes and processes.

Professional Standards and Performance Review

As an employee of the Trust you have a responsibility to:

- participate in statutory and mandatory training as appropriate for the post; and
- maintain consistently high personal and professional standards and act in accordance with the relevant professional code of conduct;
- take responsibility for the maintenance and improvement of personal and professional competence and to encourage that of colleagues and subordinates;
- participate in the Trust's appraisal processes including identifying performance standards for the post, personal objective setting and the creation of a personal development plan in line with the KSF outline for the post.

Safeguarding Children and Vulnerable Adults

We all have a personal and a professional responsibility within the Trust to identify and report abuse. This may be known, suspected, witnessed or have raised concerns. Early recognition is vital to ensuring the patient is safeguarded; other people (children and vulnerable adults) may be at risk. The Trust's procedures must be implemented, working in partnership with the relevant authorities. The Sharing of Information no matter how small is of prime importance in safeguarding children, young people and vulnerable adults.

- As an employee of the Trust you have a responsibility to ensure that:
 - you are familiar with and adhere to the Trusts Safeguarding Children procedures and guidelines.
 - you attend safeguarding awareness training and undertake any additional training in relation to safeguarding relevant to your role.

NHS Sexual Safety Charter

The Trust is committed to ensuring that all employees work in an environment that is safe, inclusive, and free from sexual misconduct, harassment, and discrimination. As a signatory to the NHS Sexual Safety Charter, the Trust upholds a zero-tolerance approach to sexual harassment and supports anyone affected by inappropriate behaviour. In accordance with the Workers Protection (Amendment of Equality Act 2010) Act 2023, the Trust has a statutory duty to take reasonable steps to prevent sexual harassment of its employees. All staff, are required to treat others with dignity and respect at all times and to cooperate with Trust policies, procedures and training designed to maintain a culture of safety, professionalism, and mutual respect.

Social Responsibility

The Trust is committed to behaving responsibly in the way we manage transport, procurement, our facilities, employment, skills and our engagement with the local community so that we can make a positive contribution to society. As an employee of the Trust you have a responsibility to take measures to support our contribution and to reduce the environmental impact of our activities relating to energy and water usage, transport and waste.

Continuous Improvement

The Shrewsbury and Telford Hospital NHS Trust aims to empower colleagues at all levels have the confidence, capability, passion, and knowledge, to test changes and make improvements at SaTH and in the communities we serve.

To support this, we have developed the SaTH Improvement Method, a structured approach to change that provides practical tools and techniques to help you understand what success looks like with clear aims, enables you to measure progress and plan meaningful improvements.

You won't be doing this alone. Whether you're new to improvement or already leading change, the Improvement Hub is here to guide you with expert advice, hands-on support, and a wide range of training opportunities to help you grow and thrive throughout your time at SaTH whilst making improvements in your area of work. Join us in shaping a culture of continuous improvement, where every colleague is supported to make a difference.

Equal opportunities and diversity

The Shrewsbury and Telford Hospital NHS Trust is an Equal Opportunities Employer, fully committed to fostering an inclusive workplace where all staff feel valued and

able to thrive. We believe that a diverse workforce, reflective of our community, is essential for delivering the best patient care.

We will not discriminate against any job applicant or colleague based on any protected characteristic, including age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race (including colour, nationality, ethnic or national origin), religion or belief, sex, or sexual orientation. Selection for appointment, training, development, and promotion will be based purely on merit and the individual's ability to meet the role requirements.

As a post-holder, you have a personal responsibility to uphold the Trust's commitment to equality by treating all colleagues and patients with respect and dignity. You must actively support measures introduced to ensure equality of opportunity and will not discriminate, harass, or bully others, or condone such behaviour.

