

PRACTICE EDUCATION FACILITATOR

Candidate Pack



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.

- This role supports the training and development of nurses working in neonatal care.
- You will help new staff learn key clinical skills and support their ongoing training.
- You will work with other educators and teams to plan and deliver teaching sessions.
- You will help make sure staff follow important rules and keep their skills up to date.
- You will support safe and high-quality care for babies and their families.
- You will help improve how care is given by encouraging learning and new ideas.

Job Description

Job title:	Practice Education Facilitator
Grade:	6
Site:	The Princess Royal Hospital
Accountable to:	Practice Education Facilitator lead/Matron
DBS required:	Enhanced

JOB OVERVIEW

This post has arisen in response to the expansion in our education offer at the Trust and a recognition of the importance of Clinical skills teaching and simulation training. The post holder will be a registered Nurse to primarily support the teaching and training of neonatal nursing services and working with colleagues in the clinical skills and education teams both in maternity and the trust.

- Support the induction of new Neonatal unit staff and provide follow-up practical sessions tailored to individual needs.
- Deliver clinical skills and simulation training to enhance staff competence.
- Assist the Practice Educator Facilitator (PEF) Lead in managing and developing study days, clinical skills sessions, and educational programmes.
- Contribute to the development, updating, and implementation of guidelines and Standard Operating Procedures (SOPs), ensuring changes are audited and evaluated.

- Help ensure all staff comply with their statutory and mandatory training requirements.
- Prepare educational reports and present findings at relevant meetings.
- Collaborate with the PEF Lead to design teaching sessions, including those developed in response to clinical incidents.
- Facilitate clinical staff in identifying opportunities to maintain and improve patient care standards within the ward, department, or specialty.
- Support and encourage innovation in care delivery through structured and systematic approaches.
- Work collaboratively with the Trust to equip Neonatal staff with the skills needed to provide safe, effective patient care.
- Flexibly teach, facilitate learning, and assess clinical competencies, focusing on skill development and promoting high-quality learning environments.
- Assist in identifying and addressing training and development needs for Neonatal staff across the division.
- Support the wider Trust educational agenda by helping plan and deliver comprehensive training programmes.
- Deliver learning sessions to diverse groups, including large groups, one-to-one -coaching, and tailored clinical skills training.
- Ensure all education initiatives align with the British Association of Perinatal Medicine (BAPM) standards and the Trust's forward vision.

Key Relationships

- Practice Educator Facilitator Lead
- Ward Manager
- Outreach Nurses
- Midwifery Educators
- Lead for Non Medical Education
- Governance team
- Matron
- Deputy Divisional Director of Nursing/Director of Nursing
- Practice Education Facilitators within the trust
- University Practice Education Leads
- ANNPs

Main Responsibilities Professional

- Collaborate with education and service providers to ensure learning environments are reviewed as required.
- Act as a resource for all clinical staff and students, and to advise accordingly
- To work along side staff in clinical environments supporting staff in the direct delivery of patient care
- To comply with all relevant SATH Policies & Procedures in exercising the duties of the role.
- To actively participate and contribute towards the setting and achievement of personal development plan and objectives.
- To carry out responsibilities in such a way as to minimise the risk of harm to children, young people and vulnerable adults, promoting their welfare and raising any concerns in a timely manner in accordance with the Trust's policies relating to safeguarding.

Managerial

- Responsible for efficient and effective use of resources. To manage time effectively to meet project outcomes.
- Care for equipment and supplies.
- Maintain accurate written and computerised records.
- To contribute to the development and implementation of relevant trust wide teaching training policies.

- To assist the CPE to provide progress reports to the Trust, and HEE on progress and developments in training and development of health care staff.
- To maintain current records and progress reports on individual projects and initiatives.

Leadership

- To assess practice development needs and create a culture of reflective practice. To Work closely with the Practice Educator Facilitator Lead to deliver sessions.
- Be aware of NHS initiatives and contribute to change management.
- Ensure Trust policies and guidelines are adhered to and regular updating of staff takes place.
- To maintain the high standards of the department by contributing towards individual and team objectives.
- To work as an effective part of the Neonatal team

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 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 skills acquisition.
- To be aware of the outcome of the educational audits and work with Practice Educator Facilitator Lead and managers to develop and implement resultant action plans.
- To contribute to the design, planning and implementation of learning programmes for Neonatal staff
- To support newly qualified nurses and new staff to the area
- To identify Training needs across the service
- To contribute to the overall evaluation of learning programmes, designing and/ or implementing evaluation strategies that determine the effectiveness of practice learning experience.
- To contribute to the planning, delivery and assessment of clinical skills including OSCEs

- Teaching and facilitating practice focused learning in classroom, skills laboratory, and clinical settings.
- Be willing to identify gaps in own knowledge and take the lead on addressing those, be willing to work clinical to gain clinical credibility

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 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.
- To ensure staff actively participate in the safeguarding agenda, ensuring our babies and families are safeguarded.

Person Specification

	Essential	Desirable
Qualifications	• Registered Nurse/Children's/Midwife • Neonatal QIS or ENB 405 or equivalent • NLS accreditation • Mentorship/ preceptorship/ practice assessor qualification or equivalent	• NLS Instructor • PGCE in education or equivalent
Experience	• Post registration with recent experience in an acute clinical setting. Such experience would usually, but not exclusively be achieved over a significant period with appropriate experience being acquired to demonstrate:- • Recent or current experience of working on a neonatal unit • High level clinical skills and knowledge. • Broad knowledge of the NHS, professional education and relationships with Higher Education Institutes • Able to demonstrate the principles of teaching and learning within a clinical environment including practice assessment • Current recent experience in undertaking supervisor/assessor/mentorship role • An awareness and understanding of policy and practices.	• Involvement in clinical audit and/or research.

Knowledge and skills	• Ability to work and communicate effectively within a multidisciplinary team setting. • Evidence of excellent communication skills including verbal, non verbal and written • Excellent interpersonal skills with professional credibility • Positive attitude to change with a proven ability to assist senior staff in the implementation of change and practice development. • Microsoft Office (Word, Excel, PowerPoint) and PC skills / Use of Badgernet	
Other	• Awareness of professional and personal limitations. • Ability to act as a positive role model. • Strong team worker. • Flexible and adaptable in approach. • Time management skills. • Leadership skills.	

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 and 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; and
- co-operate with the Trust in ensuring that statutory regulations, codes of practice, local policies and departmental health and safety rules are adhered to; and
- not intentionally or recklessly interfere with or misuse anything provided in the interests of health and safety

Infection prevention and control (IPC)

The prevention and management of acquired infection is a key priority for the Trust. 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; and
- 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 colleagues; and
- 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; and
- 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.

Confidentiality and Security - Your attention is drawn to the confidential 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 - To ensure that information is only shared with the appropriate people in appropriate circumstances, care must be taken to check the recipient has a legal basis for access to the information before releasing it. 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, to protect yourself and the Trust from any possible 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 continuous personal development including, 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; and
- take responsibility for the maintenance and improvement of personal and professional competence and to encourage that of colleagues and subordinates

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 is committed to creating a culture that puts Continuous Improvement at the forefront of our transformational journey and our aim is 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.

Following a successful five-year partnership with the Virginia Mason Institute in the USA, SaTH

continues to further develop and embed the Trust's approach to Continuous Improvement at all levels of the organisation. You will be supported by an Improvement Hub, which will provide the necessary expertise to support you make improvements, while also providing training at various stages of your time at SaTH, as part of your continuing professional development.

Equal opportunities and diversity

The Shrewsbury and Telford Hospital NHS Trust is striving towards being an equal opportunities employer. No job applicant or colleague will be discriminated against on the grounds of race, colour, nationality, ethnic or national origin, religion or belief, age, sex, marital status or on the grounds of disability or sexual preference.

Selection for training and development and promotion will be on the basis of an individual's ability to meet the requirements of the job.

The Shrewsbury and Telford Hospital NHS Trust the post-holder will have personal responsibility to ensure they do not discriminate, harass, bully, or contribute to the discrimination, harassment or bullying of a colleague or colleagues, or condone discrimination, harassment or bullying by others.

The post-holder is also required to co-operate with measures introduced to ensure equality of opportunity.

