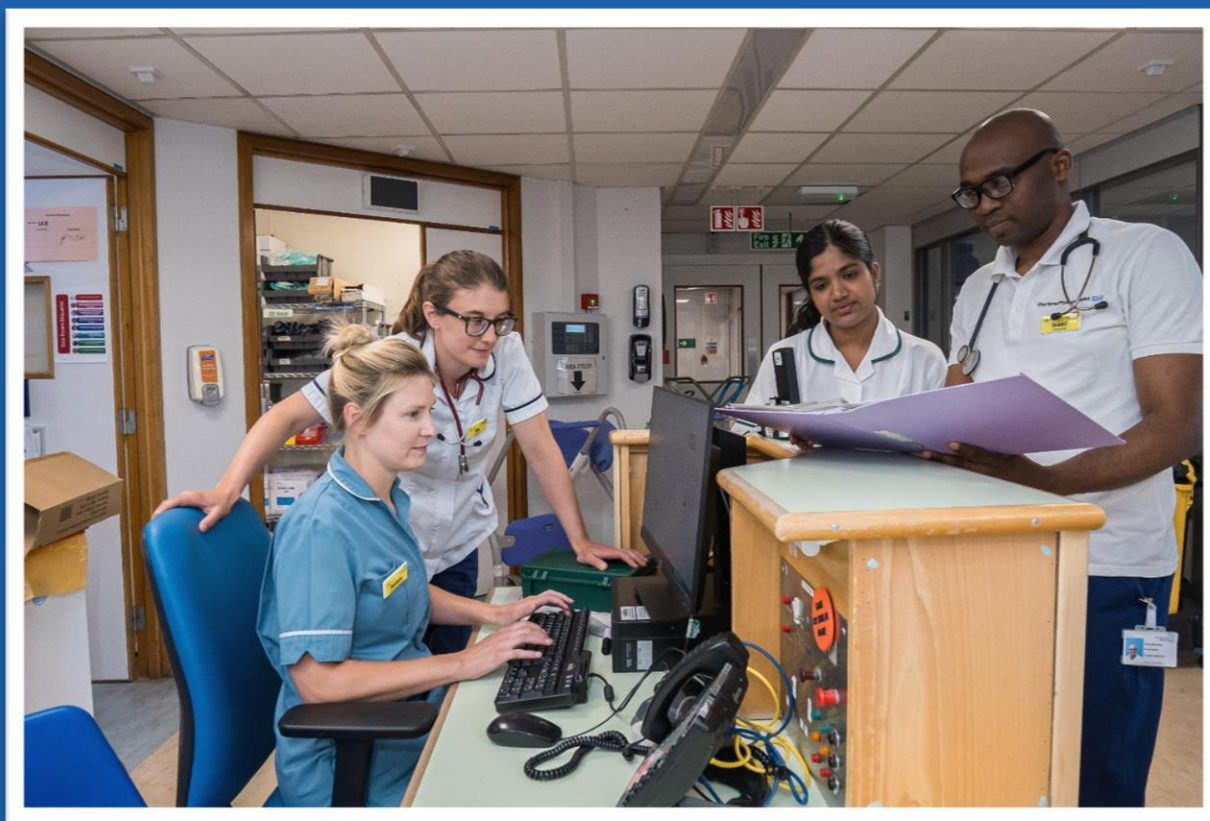


PRACTICE EDUCATION FACILITATOR

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.

- Support Foundation Doctors to develop the clinical skills and confidence they need to provide safe and effective patient care.
- Plan and deliver practical clinical skills teaching, assessments and training sessions in both classroom and clinical environments.
- Lead and support simulation-based learning sessions, helping doctors learn from realistic scenarios and improve their decision-making.
- Work closely with education teams, clinical staff and medical students to provide high-quality learning opportunities across the Trust.
- Help develop, organise and evaluate training programmes, ensuring they meet curriculum requirements and support continuous improvement.
- Act as a clinical and educational role model, offering guidance, support and expert advice to doctors and other healthcare staff.

Job Description

Job title:	Practice Education Facilitator
Grade:	Band 6
Site:	The Royal Shrewsbury Hospital and The Princess Royal, Telford Hospital
Accountable to:	Director of Medical Education and Head of Nursing Practice
DBS required:	Enhanced

Background

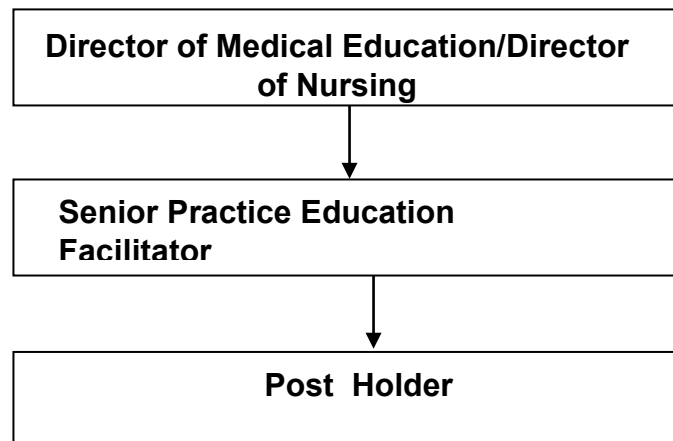
This post has arisen in response to the expansion of Foundation Doctors at the Trust and a recognition of the importance of Clinical skills teaching and simulation training. The post holder will mainly be teaching Foundation Doctors but will be part of an established team of clinicians involved in supporting all levels of Resident Doctors within the trust.

Job Summary

- To provide clinical skills and support for Foundation Doctors.
- To act as key faculty for high fidelity simulation, including overseeing simulation sessions and leading debriefs alongside the simulations team, in accordance with ASPIH standards.

- To support the Foundation doctors (FY1) skills assessment on induction and follow up with practical sessions according to needs.
- To assist the Skills and simulation team in the management of the clinical skills labs on both sites and the Simulation Suite in the Copthorne training Centre.
- To assist the Senior Practice education Facilitator (PEF) to develop guidelines and implement developments in practice ensuring these are audited.
- To assist the senior PEF Lead for Simulation & Skills in developing and running skills and simulation courses for all Residents .
- To work alongside the Clinical teaching Fellows and PEF's in developing and supporting training sessions that maps the Foundation Curriculum.
- To facilitate clinical staff in the ward/department/specialty in identifying opportunities for maintaining and improving standards of patient care.
- To support and facilitate innovation in care provision in a structured and systematic way.
- To offer professional guidance and support to clinical staff.
- To act as a clinical and educational role model.
- To support the Skills & Simulation Technician in duties of setting up for training sessions.

Organisational Position



Job Purpose

Working collaboratively with the Trust in the teaching and training of Foundation Doctors to have the skills required to meet the needs of the Foundation Doctors Curriculum to provide safe and effective patient care.

- To work flexibly to teach, facilitate learning and assess the clinical competencies of staff with a focus on the development of clinical/practice skills and the promotion of quality learning environments.

- To work with the Practice Education Facilitators to identify and help meet training and development needs for Foundation Doctors
- To assist the PEF in planning and delivery of training programmes for medical staff across the organisation. To support the undergraduate team with medical students. Delivering regular learning programmes to large groups, one-to-one learning and bespoke clinical skills.

Key Relationships

- Director of Medical Education
- Foundation Course Directors
- Post Graduate Medical Education lead for Simulation and Skills
- Head of Non-Medical Education- Shrewsbury & Telford Hospitals NHS Trust
- Practice Education Facilitators
- Clinical teaching Fellow for Post graduate medical Education.
- Divisional Management Teams
- Clinical/Educational supervisors for FY1's /FY2's

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 alongside 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 PEF 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 Post-Graduate/Undergraduate medical team to deliver clinical skills training
- 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 Post-Graduate Medical Education 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 and Resident Doctors in clinical settings.
- To work in clinical areas with health care staff and Resident Doctors to support their practice and skills acquisition.
- To assess and support others in assessing the Fitness to Practice of pre- and post-registration healthcare students undertaking professional qualifications.
- To be aware of the outcome of the educational audits and work with PEF's, managers and tutors to develop and implement resultant action plans.
- To contribute to the design, planning and implementation of learning programmes for Resident Doctors
- 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.

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.

Person Specification

	Essential	Desirable
Qualifications	- Registered Practitioner - Degree or equivalent in Clinical Specialty, Education or other relevant subject area - Mentorship/ preceptorship qualification or equivalent	Teaching qualification
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 been acquired to demonstrate:- - 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 preceptor/mentor role. - Involvement in clinical audit and/or research. - An awareness and understanding of policy and practices.	
Knowledge and skills	- Ability to work and communicate effectively within a multidisciplinary team setting. - Evidence of excellent communication skills	Microsoft office PC and Sema Pas 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.	
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 • Ability to travel to both Trust sides	

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.

