



JOB DESCRIPTION

JOB TITLE	Practice Educator
PAY BAND:	Band 6
DIVISION:	Service and Practice Development
BASE:	Spring Farm, Crewe
REPORTS TO:	Locality Coordinator
ACCOUNTABLE TO:	Head of Service and Practice Development
KEY WORKING RELATIONSHIPS	

Job Summary

Overall purpose

- To transform, improve and positively influence the experience of dying, death and loss in the local population and beyond.
- To contribute to the delivery of the organisational strategic objectives.
- To champion approaches that positively impact on palliative care, end of life care and end of life experience, influencing and facilitating the development of best practice and education across a broad spectrum of community and care settings.
- To provide academic, vocational and other tailored learning and educational opportunities for those delivering end of life care.
- To support a range of projects within EoLP; identifying and negotiating opportunities for partnership working.
- To lead and guide on specific specialist areas of work.

Key objectives of the role

1. To contribute to the achievement of agreed organisational performance and quality measures.
2. To support, mentor and motivate team members.
3. To assist the Education Lead and Locality Co-ordinators, working flexibly across localities as required.
4. To advise and support on any specialist areas of work/interest e.g. academic, dementia, advance care planning etc.
5. To deliver a coordinated and responsive approach to palliative and end of life care, across a defined geographical area
6. To promote the palliative care approach and facilitate the development of best practice and education across a broad spectrum of care settings to enhance the experience of end of life

Key Duties/Responsibilities:

Leadership and Co-ordination

1. Contribute to the development of the EoLP strategic plan.
2. Provide a dynamic link between your team, other teams within EoLP, the Education Lead and with the Locality Co-ordinators, disseminating information and forwarding information in a timely manner.



3. Participate in regular appraisals (in line with organisational policy) to support and enable the achievement of agreed outcomes and potential, in line with organisational and personal objectives.
4. Support the monitoring of quality, progress, outcomes and projects, identifying risks and barriers promptly; finding solutions as required.
5. Motivate team members, work productively and collaboratively, meeting deadlines and supporting the resolution of any work-related issue effectively.
6. Contribute to and critically appraise policy and operational practice within EoLP and externally with partner organisations.
7. Contribute to the writing of reports and papers for the presentation to LMT, the Board of Trustees, Strategic Collaborative Cheshire and other external partners as required.
8. Coordinate, develop and lead, when appropriate, programme /project team meetings.
9. Ensure the delivery of work is aligned to national and regional guidelines and policy.

Audit, Evaluation & Outcomes

1. To complete and deliver work against an agreed workplan aligned to achievement of the team and organisational measures.
2. To actively network and liaise with external partners, engaging with the community to develop strong working relationships and to gather intelligence and knowledge of health, social care, and public health which will then influence and inform the outcomes and strategic direction of the EoLP.
3. Take delegated responsibility for the implementation and evaluation of programmes / projects and organisational objectives and outcomes.
4. In collaboration with partner organisations, support the planning, and implementation of audit.

Education and Professional Development

1. To plan, design and evaluate courses and events that will attract all professionals involved in the delivery and support of people and their families facing end of life.
2. With the support of the Education Lead and Locality Coordinators, develop, deliver and evaluate programmes of accredited professional education to degree and masters level, in association with Higher Education.
3. To provide educational and clinical support and guidance to learners and staff members.
4. Participate and actively contribute towards the quality assurance of all programmes of education.
5. To liaise and work collaboratively with other palliative care providers in the development of palliative care education programmes.
6. To utilise and develop the skills of external partners who already have an interest and commitment to teaching others.
7. To facilitate and encourage lifelong learning whilst respecting and valuing the uniqueness of individuals and their learning styles.



Finance

1. Ensure the effective and efficient management of physical and electronic resources; actively promoting and demonstrating cost-consciousness.
2. To support the allocation, management and monitoring of areas of work to maximise cost effectiveness, efficiency and productivity.
3. To support and actively seek to identify and secure sources of funding, within agreed targets, to support projects and running costs of EoLP in order to achieve its outcomes.

Innovation

1. In conjunction with your colleagues and line manager identify opportunities of joint working to promote learning, models of best practice, knowledge transfer and innovation.
2. Foster the development and use of IT systems and skills to promote effective learning, co-ordination and the dissemination of good practice.
3. In conjunction with your line manager and colleagues, identify innovative approaches in response to the changing needs of practice, practitioners and the community.
4. Critically evaluate, analyse and apply knowledge of local and national policy to EoLP and your work projects; suggesting and implementing changes with agreement of your line manager.
5. Disseminate, share and publish evidence of impact, learning and models of good practice.
6. To identify and utilise innovative approaches to palliative care education

General

1. To contribute to and support the development of policies, procedures and protocols as appropriate.
2. To promote equality of access and opportunity in all aspects of the work.
3. To take all reasonable steps to promote a safe and healthy working environment which is free from discrimination.
4. To comply with the End of Life Partnership policy on confidentiality, and the General Data Protection Regulations relating to information held manually or on computerised systems.
5. To respect the confidentiality and privacy of clients and staff at all times.
6. To maintain a constant awareness of health, welfare and safety issues affecting colleagues, patients, visitors and themselves, reporting any accidents or fault in line with End of Life Partnership policies.
7. To participate in personal training, development, appraisal, and attend all relevant training courses as required.
8. EoLP has a responsibility and is committed to safeguarding and promoting the welfare of children, young adults and adults at risk with care or support needs and expects all staff and volunteers to honour this commitment to minimise risk or harm in accordance with current legislation, statutory guidance and EoLP's policies and procedures. This means that staff must understand their own responsibility and recognise the requirement to engage with staff training and supervision, as well as promoting multi-agency working to safeguard patients.

The list of duties in this job description is not exhaustive and is intended to outline the main activities of the post holder. Duties and responsibilities may be subject to change taking into account the development needs and following full discussion with the post holder.

This job description will be reviewed after 6 months following appointment