

Stroke Education Facilitator (Grampian) Job Description

Job Location:	Woodend Hospital, Eday Road, Aberdeen, AB15 6XS
Responsible to:	Specialist & Education Manager
Responsible for:	None (Support volunteers presenting at study days as appropriate)

1. The Department of Services

Our mission is to be the community of support, kindness and challenge where people can help each other, can secure the expert help they need, and collectively advocate for the care that matters to them. To do this we will provide the following services:

- Clinical and Partnership Services that ensure medical and clinical services are delivered well and in a person-centred way
- Life support services that enable our people to live well with their condition beyond the formal public services delivered by the NHS, social care and other partners
- Consultancy services – engagement of the service user voice, inputs to redesigning service using best practice health improvement techniques

The topline statistics on our conditions are:

- One in ten people in Scotland affected by chest, heart and stroke conditions
- **Stroke:** 8902 strokes annually
- **Heart Attack:** 10,784 heart attacks annually
- **Chest:** the data is incredibly poor
- **Living with stroke:** 121,109
- **Living with heart disease:** 231,820
- **Living with COPD:** 123,826

2. Job Purpose

The work of the Stroke Education Facilitator is to plan and deliver appropriate and evidence based training in stroke and develop practice for health and social care staff and informal carers. The service is provided in partnership with NHS Grampian (NHSG) and aims to ensure all individuals caring regularly for people affected by stroke have the knowledge, skills, attitudes and confidence to fulfil their role and enhance the quality of services.

3. Key Challenges

- To meet a diverse range of training and developmental needs of health and social care staff and informal carers across NHSG.
- To develop new and dynamic educational opportunities that meet with current and projected needs.

4. Key Responsibilities

Service Provision and Quality

- Work collaboratively and effectively and communicate with a broad range of professionals and services throughout NHSG, education providers and partnership organisations
- Identify the learning and development needs of health and social care staff (both registered and non-registered)
- Work collaboratively with CHSS inreach rehabilitation support services to support the education of patients and informal carers
- Develop and plan a range of awareness, core and specialist training in stroke, in association with Managed Clinical Network (MCN) Education Sub-group NHSG
- Identify and promote learning and development opportunities through a range of activity such as: posters, flyers, websites and e-bulletines
- Be responsible for the delivery of a rolling training programme, supporting the NHSG Flexible Therapy Team, and other stakeholders as appropriate, to be able to deliver training
- Support the application of knowledge to the clinical setting through a range of practice development opportunities
- Support the use of the Stroke Competency Toolkit, developing/supporting a pool of mentors to be able to provide continuing support to learners
- Develop and support opportunities for inter-professional learning and development
- Develop educational resources for health and social care staff
- Evaluate reaction (satisfaction with training), learning (knowledge and skills acquired) and behaviour (transfer of learning to clinical practice) to monitor effectiveness and ensure continuous quality improvement
- Provide tailored training that meets the needs of all staff caring for people who have had a stroke, including care homes across Grampian, to ensure that they perform their role in an efficient, safe and effective manner, improving knowledge, skills and confidence
- Support and guide patients and carers who may present as volunteers on the courses
- Present to members of the public, carers, patient support groups and at University and College level
- Offer stroke training that provides experiential and interactive learning at all levels, encouraging collaborative learning between members of the multi-disciplinary team in an informal environment
- Work to agreed key targets and provide regular feedback to the MCN Education Sub-group NHSG and an annual report of work undertaken
- Work flexibly within different locations and clinical environments across NHSG
- Support other members of the CHSS Training Education & Development Team as required and appropriate
- Liaise regularly with the Head of Education
- Support collection of data towards the National Stroke Education Framework as part of the Scottish Stroke Care Audit

External Representation

- Act at all times as a visible, confident and credible ambassador for the organisation externally, promoting organisation-wide interests

General

- Undertake other duties from time to time as directed by the Head of Education
- Participate in CHSS departmental, regional & organisational meetings and associated groups
- Comply fully with CHSS Policies and Procedures
- Participate in the CHSS appraisal and support & development process
- Attend training sessions, continuing professional development and other activities as required

5. Dimensions

Budget responsibility: none

Contacts: **(Internal)**

Director of Services

National Stroke Education Facilitator

Rehabilitation Support Regional Manager (North)

Grampian Lead Stroke Nurse

Grampian Lead Rehabilitation Support Coordinator

Fundraising Officer (north)

Director of Strategy & Communications

Other Services Department staff

(External)

Consultant OT in Stroke, NHS Grampian

Members of the Managed Clinical Network for Stroke in Grampian

NHS Grampian Flexible Therapy Team

Health & Social Care staff from primary and secondary care

Statutory, non-statutory and voluntary organisations

Patients and Informal Carers

Higher Education Institutions and other partnership agencies

Practice and Clinical Education Facilitators

The above job description is not exhaustive and is clarified to include broad duties inherent in the post. Evaluation and development of this post may, in time, indicate a need to revise duties herein.

Person Specification

	Essential	Desirable
Education and Knowledge	<p>First Level General Nursing qualification /AHP qualification</p> <p>NMC / HCPC registered</p> <p>Evidence of Continuing Professional Development [CPD] in relevant field</p>	<p>Additional relevant qualifications / degree</p> <p>Knowledge of the geographical (Grampian) area</p>
Previous Experience	<p>Significant post registration / graduate experience in profession</p> <p>Computer literate; confident with Word / Internet / E-mail / Excel / PowerPoint</p> <p>Knowledge of the use of audio-visual equipment</p> <p>Knowledge of a range of evaluation methods</p> <p>Up to date professional and clinical knowledge and skills</p>	<p>Experience of working with people affected by stroke</p> <p>Experience in liaising with statutory, non- statutory and voluntary services.</p> <p>Experience of multi-disciplinary team working</p> <p>Report writing</p>
Skills Aptitudes Abilities	<p>Ability to work under pressure and use own initiative</p> <p>Teaching and Presentation Skills</p> <p>Excellent organisational ability</p> <p>Excellent oral and written communication skills</p> <p>Strong inter-personal relationship skills</p> <p>Confident driver and access to a car</p>	
Disposition	<p>Commitment to ethos of the voluntary sector</p> <p>Willingness to work flexibly, including out-of-hours</p> <p>Commitment to equal opportunities</p>	

Summary of Terms and Conditions of Employment

Term: Fixed Term Contract – Maternity Cover for 15 months

Salary: Grade 3(i), Scale Points 32-40, £29,346 - £36,375 per annum

New appointments are normally placed at the base of the salary scale unless there are exceptional circumstances.

Hours of work: 32.5 hours per week (CHSS full-time)

Willingness to work flexibly including significant travel across the geographic area will be required

Review of Work: The postholder is subject to the CHSS objective setting, supervision and appraisal process.

Travel: You will be required to use your own car on CHSS business, which is reimbursed at the current rate per mile. All other reasonable travel, subsistence and other necessary expenses are reimbursed.

Annual Leave: CHSS leave year runs from 1st April to 31st March. Employees are entitled to 36 days annual leave in their first year of service (including public holidays). An employee will be awarded one extra day's annual leave for each complete year of service up to a maximum of 42 days (including public holidays). These allowances are pro-rated for part time employees and further pro-rated for those who join or leave CHSS during the leave year.

Pension scheme: CHSS offers a Group Personal Pension Plan, which has been established with Aviva. The Plan is a money purchase arrangement. You can choose at what rate you wish to contribute (subject to a minimum age related contribution) and how to invest your own contributions and those made by CHSS. The emerging fund at the point that you wish to take the benefits is then used to purchase a pension that is paid for the rest of your life.

Employee's and Employer's Contributions are paid on the portion of the employee's salary which is above the National Insurance contributions threshold (the Lower Earnings Limit). Employees who meet the relevant criteria are "automatically enrolled" in the scheme.

There are also schemes which provide death-in-service benefit and permanent health insurance.

Equal Opportunities: CHSS is committed to equality of opportunity and to no discrimination on the grounds of race, religion or belief, age, sex, marital or civil partnership status, disability, sexual orientation, transgender status, pregnancy or maternity.