

## Job Description

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<b>Job Title</b>	Professional Nurse Educator
<b>Salary Band</b>	Band 7
<b>Division/Service Line</b>	Nursing Services
<b>Department</b>	Education and Training

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### Job Overview

The overarching aim of the Professional Nurse Educator (PNE) is to facilitate and support the clinical, professional, and educational development of mental health nursing workforce colleagues (including but not limited to registered nurses, student nurses and healthcare support workers) within discrete designated areas.

The post holder will be responsible for the development, delivery, and evaluation of a programme of clinically relevant practice education to support the professional development of the mental health nursing team, with a specific focus on enabling the delivery of high quality patient/person centred care that is grounded in evidence-based practice and underpinned by national, organisational and trust objectives, guidelines, and policies.

Responsibility for ensuring the provision of high quality learning environments for pre-registration and post registration learners. The primary purpose of the role is to co-ordinate and lead on the support, education and training given to all learners including the existing workforce across MH services. This includes providing specialist advice and guidance, quality assurance and development of practice placements, the development and monitoring of supervision standards in keeping with the requirements of professional regulatory bodies and local policy. The delivery of clinical skills and training in clinical standards across MH nursing teams.

The role will be based within the Education and Training Department, working closely alongside an existing team responsible for service and staff development. A close working relationship with all partner Higher Education Institutes and regional Educational/Regulatory bodies is also a key requirement of the role.

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## Organisational Chart



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## Duties and Responsibilities

### *Communication and Working Relationships*

- Key working relationships include:
  - Director of Nursing
  - Associate Director of Nursing (MH/LD)
  - Service Line Associate Directors
  - Nurse Consultants
  - Head of Education and Training
  - Practice Educators
  - Heads of Professions
  - Service Managers
  - Mentors
  - Pre-registration students
  - Colleagues within the Education and Training Department
- Act as a lead resource and advocate of interprofessional learning across CFT and partner organisations, communicating educational and practice information across placement settings and educational institutions.
- Collaborate with colleagues to review and evaluate existing clinical practice training and development programmes and develop new training initiatives
- Organise and provide high quality evidence-based clinical and theoretical educational and training programmes in response to identified training needs
- Communicate effectively with a wide range of people including patients, relatives and carers, colleagues and healthcare students. This will include providing and receiving highly complex and highly sensitive information where developed interpersonal, persuasive, motivational, negotiating, empathic and/or re-assurance skills are required. Barriers to understanding may be encountered and requires the ability to work in highly emotive atmospheres, diffusing challenging behaviour when required.
- Act as a role model for clinical leadership exploring new ways of working to deliver quality learning experiences, challenging and reflecting on practice in a manner which promotes quality clinical decision making to enhance care.
- Share best practice relating to Quality Assurance and interprofessional learning across settings, reporting outcomes across a variety of internal organisational forums/meetings, and representing CFT at external meeting as appropriate.
- Develop and facilitate delivery of clinical skills teaching to learners across the organisation. To include technical skills and the development of critical reasoning and clinical judgement.
- Produce reports at defined intervals to inform Learning and Development Agreement monitoring.

- Provide a bespoke/structured in-house education and training programme to enable staff to meet the on-going needs of the patient and their family
- Ensure confidentiality is maintained at all times in accordance with organisational policies and professional codes.

#### *Management and Personal Development*

- Ensure all healthcare students receive an effective induction, co-ordinating all mandatory training for healthcare students in line with CFT procedure.
- Lead innovation, promoting a culture of change and quality improvement based on evidence/research
- Act as a learning environment support across the organisation, supporting the quality of practice placements.
- Support and facilitate the development of clinical mentors/assessors of practice, providing supervision and support structures in order to develop education in practice capability and consistency.
- To work closely with managers and clinical teams to ensure effective learning and raise awareness of curriculum.
- Provide advice and guidance on educational issues to mentors, students, managers and professional leads
- Contribute to the development of a learning organisation, alerting the appropriate parties to resource issues which may affect this.
- To participate in the recruitment and selection process of healthcare students including influencing, organising and delivering new ways of attracting and retaining quality students.
- To co-ordinate and liaise with HEI when managing healthcare students in crisis situations.
- To identify, report and address poor performance of healthcare students in practice, participating in disciplinary and grievance procedures if required.
- To monitor and report on issues relating to placement provision and support the university in practice placement audits.
- Work in partnership with HEIs in the planning, delivery and review of development programmes for mentors/assessors of practice, identifying opportunities for interprofessional learning.
- Identify own training and professional development needs to maintain clinical expertise, relevance and credibility, actively participating in the appraisal process.
- Participate in specialist education and training events relating to clinical education.
- Demonstrate effective use of resources related to educational activities, identifying any issues with resource use and availability, making recommendations for action which are consistent with organisational policies.
- Demonstrate effective use of materials/resources/supplies in consultation with senior staff

#### *Clinical Activities*

- Influence care delivery with nursing staff, incorporating current practice, evidence base, future trends, developments and innovations in care.
- Actively participate in the promotion and implementation of evidence-based care, ensuring the dissemination of good practice
- Utilise specialist knowledge and advice to enable healthcare students to develop their clinical competence and provide skills assessments, giving immediate feedback to inform competence.
- Maintain a presence in clinical areas, acting as a role model and facilitating excellent clinical practice.
- Maintain up-to-date knowledge of relevant clinical, social and legal matters in order to maintain and improve the quality of service

- Work in partnership with staff in clinical practice to increase the utilisation and dissemination of research.
- Provide and receive highly complex and/or sensitive information where there may be barriers to understanding or occur in a highly emotive atmosphere.
- Identify, analyse and interpret complex situations and use professional judgement across a broad range of situations.

#### *Strategic Development, Planning and Organising*

- Work in partnership with Practice development Leads, Nurse Consultants, Associate Directors and others to develop, inform and implement policies relevant to non-medical pre-registration healthcare students.
- Support HEI partners in curriculum development, validation and review.
- To lead on a framework for the development and expansion of clinical placement provision for pre-registration students ensuring it enhances the placement experience and is delivered within the highest clinical standards
- Lead on the structuring, design and delivery of interprofessional learning opportunities in practice.
- Work closely with HEIs by acting as a resource for policy development in relation to mentorship/assessment of practice
- To support CFT in the implementation and application of quality standards in all training, education and development activities. To monitor and evaluate the quality of learning activities and to make recommendations for improvements.
- To work in collaboration with Academic partners to support rigour of practice learning during any service reconfigurations.
- To organise own specialist workload to ensure the delivery of quality educational environments, monitoring progress of work recognising changing priorities and implementing required actions.

#### *IT Systems and Processes*

- Proficient across a variety of IT systems within CFT and partner HEIs.
  - To collect, collate, analyse, interpret and present complex information to inform key decisions.
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## **Additional Information**

### *Code of Conduct*

The post holder is required to comply with all relevant Code of Conducts for the role, including the Trusts Code of Conduct. All staff are required to support the Trust's commitment to developing and delivering excellent customer service by treating patients their carers, families, friends, visitors and staff with professionalism, dignity and respect. All staff are expected to behave in a professional manner and not to bring the Trust into disrepute.

### *Confidentiality and Data Protection Act*

All NHS employees have a duty to maintain confidentiality under both common law and the Data Protection Act 2018. Service users and staff have a right to expect that any information, whether personal or commercial, held by the Trust will be treated in a confidential manner. All employees of Cornwall Partnership NHS Foundation Trust must not, without prior permission, disclose any information regarding patients or staff.

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### *Safeguarding Children and Vulnerable Adults*

All employees of Cornwall Partnership NHS Foundation Trust must be familiar with and adhere to the Trust's safeguarding policies and procedures.

### *Personal Development*

All employees are required to undertake statutory and essential training as directed by the Trust. This will be monitored through the supervision and appraisal process which is in place for all staff to participate in.

### *Risk Management and Health and Safety*

All employees of Cornwall Partnership NHS Foundation Trust are required to make positive efforts to maintain their own personal safety and that of others. You are reminded of your responsibilities for health and safety at work under the Health and Safety At Work Act 1974 as amended and associated legislation. These include the duty to take reasonable care for the health and safety of yourself and of others in your work activities or omissions, and to co-operate with your employer in the discharge of its statutory duties. It is also essential that precautions advised by Management, Occupational Health, Risk & Safety Services, etc. are adhered to for your own protection.

### *Infection Prevention and Control*

All staff, collectively and individually, has a duty of care in following best practice in adherence to guidelines which is a fundamental requirement in underpinning the management of infection control.

### *Location/Mobility*

In accordance with the Trust's requirements, all staff are required to undertake work and alternative duties as reasonably directed at variable locations in the event of, and for the duration of a significant internal incident, major incident or pandemic. You may be required to work at or from any additional location as determined by the Trust. You may also be required to travel between Trust premises for the performance of your duties.

### *Equal Opportunities*

The aim of the Trust's policy is to ensure that no job applicant or employee is discriminated against either directly or indirectly on the grounds of race, creed, sex, marital status, disability, age, nationality, ethnic or national origins. The Trust commits itself to promote equal opportunities and will keep under review its policies, procedures and practices, to ensure that all users and providers of its services are treated according to their needs.

*Review of the Job Description*

This is a generic job description and is intended as an outline of the general area of activities. It may be amended in light of the changing needs of the organisation, in which case it will be reviewed.

*Rehabilitation of Offenders Act*

The Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975 is applicable to this post. Therefore should you be offered the post it will be subject to a Disclosure & Barring Service check satisfactory to the Trust. You will therefore be required to declare all criminal convictions, cautions, reprimands and warnings that would not be filtered in line with current guidance

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**The Trust operates a no smoking policy. Employees are not permitted to smoke anywhere in the premises of the Trust or when outside on official business. Staff must be mindful of public perception and therefore must not smoke whilst travelling in Trust identified vehicles or when can be identified as a member of CFT staff.**

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## Person Specification

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<b>Role Requirement</b>	<b>Essential</b>	<b>Desirable</b>
<i>Education / Qualifications and Relevant Experience</i>		
Current professional registration with NMC	✓	
Professional qualification – RMN, RNLD, RNC, RN	✓	
Educated to degree level in a health related field	✓	
significant post qualification clinical experience	✓	
Post graduate teaching qualification or equivalent, or willingness to work towards.	✓	
Experience of mentoring, supervising and assessing healthcare students in the practice setting	✓	
Experience of working across professional and organisational boundaries	✓	
Experience of developing and implementing new systems and procedures	✓	
<i>Skills and Aptitude</i>		
Excellent communication and presentation skills	✓	
Ability to work autonomously and flexibly, managing competing priorities	✓	
Excellent interpersonal skills – able to engage and build effective relationships at all levels with stakeholders	✓	
Competent in supporting emotional needs of healthcare students	✓	
Clinically aware and competent with high levels of clinical credibility	✓	
Influencing and Negotiating Skills	✓	
Analytical and problem solving skills	✓	
Report writing and audit skills	✓	
Project management skills		✓

<i>Knowledge and abilities</i>		
Understanding of NHS policies and commissioning of pre-registration education.	✓	
Understanding of variety of routes/programmes in pre-registration education.	✓	
Ability to liaise with the public and professionals	✓	
Keyboard skills/ advance use of IT packages	✓	
Able to work autonomously	✓	
Ability to implement research into practice	✓	
Ability to work under pressure on own initiative	✓	
<i>Personal Qualities</i>		
Energetic, enthusiastic and a good motivator	✓	
Professional approach	✓	
Imaginative with a flexible approach	✓	
Calm disposition	✓	
<i>Other</i>		
Demonstrates evidence of Trust "CARE" values	✓	
Ability to travel independently where required	✓	
Disclosure and Barring Service check satisfactory to the Trust	✓	
Occupational health clearance satisfactory to the Trust	✓	
This role may be deemed as an Information Asset Owner in line with the Trust Information Risk Policy		

