

Job Description

Position:	Social Care & Voluntary Sector Interprofessional Placement Lead (AHP)
School:	Health, Science & Society
Reference:	HWB-02326-R
Grade:	Grade 8
Status:	Fixed Term (3 Years)
Hours:	Full-time
Reporting to:	Professional Placement Operational Leads

Main Function of the Position

- To support UGM School of Health, Sciences and Society and social care and voluntary sector organisations to foster an inclusive learning environment that could promote diverse career pathways.
- To support the development of blended roles and delegated tasks social care and voluntary sector and create a shared learning environment that benefits relevant sectors' staff and UGM learners.
- To support UGM learners in the social care and voluntary sector and HEI setting providing a conduit for learning that spans across academia and social care and voluntary sectors.
- To facilitate the development and ensuring a sufficient provision of educators / assessor / supervisors providing supervision and support structures, creating capacity, building capability, and ensuring consistency and efficiency within placement providers within the agreed locality.
- Structuring and coordinating interprofessional learning activity across social care and voluntary sector placement providers in collaboration with UGM School of Health, Sciences and Society Programmes.
- Lead on the structuring, design and delivery of inter-professional learning in practice for healthcare learners and educators / assessors / supervisors across a range of social care and voluntary sector providers.

Principal Duties and Responsibilities:

1. Work in partnership with UGM School of Health, Sciences and Society and a range of social care and voluntary sector providers in the delivery of multiprofessional development programmes for educators/assessors/supervisors in order to meet the learning needs of different professional groups across the sectors.
2. Identify opportunities where multiprofessional practice supervision and assessment can be facilitated in practice as a foundation for inter-professional learning to take place.
3. Review the social care and voluntary sector relevant content within modules and contribute appropriately to content update taking a lead role in curriculum delivery and organisation, including teaching.

4. Contribute effectively to the design and planning of the curriculum, including the writing of course validation documentation if required, ensuring compliance with the University's Academic Regulations and sectors' relevant guidelines.
5. Seek to enhance the quality of education in social care and voluntary sector contexts that students receive by ensuring that high standards are maintained in their own teaching, through regularly engaging with appropriate professional development activities.
6. Develop and use teaching and learning strategies across aspects of a course, which encourage student involvement and advances their independent learning, adapting delivery to suit students' needs.
7. Collaborate with colleagues within social care and voluntary sector as well as service users to inform placement development.
8. Supervise and monitor pre-registration learners in academia and practice contexts.
9. Actively support and carry out research and scholarship which supports and informs programme currency delivery.
10. Reflect on your own teaching and assessment and implement ideas for improving your own performance.
11. Develop and support educators in decisions relating to the student experience including the achievement of learning outcomes, competence and fitness for practice.
12. Close collaborative working with sector leaders and UGM operational leaders to ensure quality, safety and consistency across the borough and shared learning and best practice. Also for peer support in role.
13. Effectively oversee the welfare, progress, assessment of the students.
14. Take responsibility for specific aspects of the assessment process especially in professional practice.
15. Act, as and when required, and in accordance with local procedures, as a practice education facilitator for several students.
16. Take an advisory role in complex cases of support for a student.
17. Act as an expert resource/Champion of Interprofessional Learning in Placement Provider/s within social care and voluntary sector.
18. Communicate educational and practice information across placement provider/s social care and voluntary sector.
19. Ensure communication channels are used appropriately to facilitate the flow of information between all partners.
20. Share best practice relating to Quality Assurance and Interprofessional Learning across social care and voluntary sector.
21. Ensure that confidentiality is always maintained in conjunction with organisational policies.
22. Provide regular progress reports in relation to practice education to inform the practice learning agenda within social care and voluntary sector.
23. Publish and disseminate the results of research in peer-reviewed journals or other appropriate outlets of recognised academic quality in line with area of expertise.
24. Contribute effectively to, and lead as appropriate, research and/or enterprise projects including identifying and making credible bids for funding to support the project.

25. Enhance and maintain links with cognate disciplines within the Faculty, Institution, Industry and the Community.
26. Supervise and manage research projects if required social care and voluntary sector.
27. Prepare and support placements for educational audits/ self - assessments and support educators in the delivery of education action plans social care and voluntary sector.
28. Provide best practice advice in a clinical setting for educators and staff in relation to education in practice.
29. Contribute to the development of agreed core outcomes of placement allocation and management.
30. Network locally, regionally and nationally with peer group to support the sharing of best practice.
31. Seek to enhance the quality of education and provision by ensuring that high standards of teaching and learning are maintained on the relevant courses to which they contribute.
32. Lead on quality assurance and course evaluation, including facilitating student feedback and raising concerns.
33. Responsible for the overall quality auditing of course / module provision to identify areas where current provision needs revision or improvement.
34. Develop colleagues & others via coaching/ Clinical supervision in their personal and professional development.
35. Where appropriate, be a fully active member of relevant Departmental/Faculty/Institutional business/committees and contribute to partnership working, projects and enterprise activity with external colleagues and service users.
36. Promote the work of School outwardly and participate in the recruitment, selection and induction of students.
37. Participate in and develop additional external networks/operational links to further the development and reputation of the school.
38. Effectively manage relationships with key stakeholders.
39. Take part in relevant internal boards, committees and working groups as required.
40. Organise and administer tasks in an efficient and effective manner.
41. Carry out any other duties as requested by Head of School/Line Manager.
42. Maintain up to date and accurate records using a variety of systems internally and externally such as the Northwest PARE and InPlace.
43. Monitor numbers of failing learners, leavers, learner complaints and incidents in practice involving learners to highlight trends and inform action planning across social care and voluntary sector.
44. Contribute to maintaining and improving own professional knowledge and competence, and that of educators in practice.
45. Participate in an annual, collaborative appraisal process to enable achievement of objectives and management of learning needs.
46. Manage own workload independently and prioritising as required.
47. Participate in clinical supervision/ coaching and professional mentoring.

48. Ensure a safe working environment and abide by the University Health and Safety policies and always practise and observe the University's Equal Opportunities policy and Dignity at Work policy.
49. Ensure and maintain integrity and confidentiality of data and associated data protection requirements in line with statutory and corporate requirements.
50. Awareness of environmental and sustainability issues and a commitment to the University's associated strategy with respect to the performance / delivery of key responsibilities of the role.

Note:

This is a description of the position requirements, as it is presently constituted. It is the University's practice to periodically review job descriptions to ensure that they accurately reflect the role requirements to be performed and if necessary, update to incorporate changes were appropriate. The review process will be conducted by the relevant manager in consultation with the position holder.

The university is committed to upholding academic freedom and freedom of speech within the law. We support open and respectful debate, the exchange of ideas, and the right of staff and students to question, test, and advance knowledge without constraint, while recognising the responsibility to exercise these freedoms in a way that respects the rights of others.

Person Specification

Position: Social Care & Voluntary Sector Interprofessional Placement Lead (AHP)		Reference: HWB-02326-R1	
School: School of health, Science & Society		Priority (1/2)	Method of Assessment
Criteria			
1 Qualifications			
1 a)	Honours degree or equivalent relevant qualification/experience in a relevant subject area	Priority 1	Application
1 b)	A postgraduate qualification in relevant subject area e.g. Physiotherapy, Advanced Practice, Operating Department Practice	Priority 2	Application
1 c)	Registration with a relevant regulatory body e.g., Health & Care Professions Council (HCPC), Chartered Society of Physiotherapists (CSP), Royal College of Occupational therapists (RCOT), etc.	Priority 1	Application
2 Skills / Knowledge			
2 a)	Able to contribute to the development and delivery of undergraduate/postgraduate programmes in the School Area	Priority 1	Application / Interview
2 b)	Credible teaching and assessment skills within a AHP programmes context	Priority 1	Application / Interview / Assessment
2 c)	Proven ability to work effectively independently and with others as a team member	Priority 1	Application / Interview
2 d)	Able to operate systems and processes to enhance quality and teaching and learning excellence	Priority 1	Application / Interview
2 e)	Ability and commitment to undertake appropriate subject specific research and/or enterprise activity and/or high level professional practice within the field	Priority 1	Application / Interview
2 f)	Knowledge and experience in supervising student work and providing appropriate support/feedback	Priority 1	Application / Interview
2 g)	Possess sufficient breadth and/or depth of specialist knowledge to work within established programmes across the School	Priority 1	Application / Interview
2 h)	Excellent written and oral communication skills and the ability to influence and persuade people at all levels and to exchange complex concepts in a manner appropriate to the audience	Priority 1	Application / Interview / Assessment
2 i)	Able to interact effectively with a range of stakeholders including staff at all levels, students and external partners	Priority 1	Application Form / Interview / Assessment
2 g)	Proven decision making and problem-solving skills providing creative solutions that impact positively on the business	Priority 1	Application Form / Interview / Assessment
3 Experience			
3 a)	Teaching, research and programme delivery experience	Priority 2	Application / Interview
3 b)	Experience of contributing to and implementing quality assurance procedures	Priority 1	Application / Interview
3 c)	Experience in using and developing new technologies and professional practice initiatives relevant to the subject area	Priority 1	Application / Interview

3 d)	Experience of preparing proposals/applications to external bodies to secure funding and developing successful partnership arrangements with industrial/educational providers	Priority 2	Application / Interview
3 f)	Experience in developing and delivering successful learning and teaching improvements.	Priority 2	Application / Interview
3 d)	Experience in developing successful partnership arrangements with industrial, and education providers	Priority 2	Application / Interview
4	Personal Qualities		
4 a)	Awareness of the requirements associated with operating within a social care environment	Priority 1	Interview
4 b)	Commitment to continuous improvement and creative ways of working	Priority 1	Interview
4 c)	Able to successfully lead and manage discrete projects	Priority 1	Interview
4 d)	Able to critically reflect on all aspects of own contributions to the role	Priority 1	Interview
4 e)	Able to network effectively with local/national employers and organisations	Priority 1	Interview
4 f)	Able to demonstrate sensitivity in dealing with colleagues/partners and stakeholders from different cultural backgrounds	Priority 1	Interview
5	Other		
5 a)	Able to work flexibly in order to meet the needs of the service and to undertake staff development, which may take place outside the University	Priority 1	Interview
5 b)	Awareness of the principles and requirements of Health and Safety, the Data Protection Act/ Freedom of Information Act, the Bribery Act and UKVI, Prevent	Priority 1	Interview
5 c)	Commitment to the University's policy on equal opportunities and diversity	Priority 1	Interview
5 d)	Available to work flexibly and remotely and travel as appropriate in order to meet the needs of the service	Priority 1	Interview

Note:

1. **Priority 1** indicates **essential** criterion – an applicant would be unsuccessful if unable to satisfy all Priority 1 criterion.
2. **Priority 2** indicates **desirable** criterion - applicants failing to satisfy a number of these are unlikely to be successful.
3. It is the responsibility of the employee to ensure any professional accreditation/membership remains current.
4. Employees are expected to have access to suitable IT equipment and broadband internet access at home to work remotely if required